

Visn2 South Commissary Ice Builder Replacement

STATEMENT OF WORK

A. GENERAL INFORMATION

1. Title of Project: **Visn2 South Commissary Ice Builder Replacement**
2. Scope of Work:
 - To replace the existing Mueller Ice Builder (20Years old) that cannot be rebuilt economically (\$175,000) with a new Groen 9375 lbs. @ 2.5 in thick. 120/60/1 electrical control. R404 refrigerant. Minimum flow rate 100GPM. Maximum flow rate 300 GPM. Condensing unit 15hp 208/60/3 air cooled. 109,200 BTU/HR. 2" Bass drain valve. Automatic water makeup automatic ice thickness control. 13'-0 L x 6'5" W x 6' 5" H. 7152 lbs. Condensing Units will be installed outside the building on the existing pads, all plumbing will use existing holes in the outside walls. Start-up will be performed by factory trained and authorized personnel. Existing condensing units will be removed and damage to existing shrubbery will be minimized or replaced.

INSTALLATION: Disassembly of ALL equipment support; Electric, Gas, Steam, Water, Compressed Air etc., to enable removal of the existing Ice Builder and the Installation of the new Ice Builder in the same location. That includes ALL peripheral equipment that will impede the removal of the Ice Builder such as; a LARGE COMPRESSOR, FLOOR MOUNTED MOTOR ASSEMBLY, ADJACENT FALLING FILM COOLER, AIR CONDENSERS (TWO) in pathway to Ice Builder.

If necessary, modify the Room Entry Doors and Main Corridor Access Doors to enable installation of the Ice Builder.

Determine if Ice Builder Concrete Mounting Pad is properly sized to accept the new Ice Builder placement in the current location. If not, modify as needed.

If necessary, relocate, Falling Film Machine to allow installation of the Ice Builder.

AFTER the Ice Builder is in place install COMPRESSOR stated, above to an adjacent location (NOT THE ORIGINAL) for MAINTENANCE SAFETY REASONS. Placing the Compressor in front of the Ice Builder creates a work environment that poses some space related safety issues that cannot continue to be in evidence after this install is completed.

NOTICE: Contractor is responsible for the assessment of and the removal of (should there be a need) any asbestos related components present with reference to the disassembly's, relocations etc. as required in the SOW stated herein.

NOTICE: Contractor is required to FIRE STOP any and all wall, ceiling, floor penetrations required by the installations stated above. Using any existing opening that could possibly not

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have said Fire Stop in place becomes the responsibility of this contract, regardless of who did the prior work incorrectly.

ALL of the above shall be monitored by the station engineer with approvals generated after each phase of the installation. All phases MUST be completed with said approvals before a subsequent phase can be initiated.

A phasing diagram must be submitted at the outset of the installation and followed as stated above.

ANY and ALL Permits related to this installation are to be coordinated with the Station Engineering department.

DEBRIS:

ANY AND ALL debris generated by the contractors (ALL TRADES) shall be removed from the premises and discarded into the CONTRACTOR provided Trash Container (Placed on site at a location designated by the Station Engineer).

WARRANTEE:

Manufacturer Standard Warrantees applicable to the United States shall apply covering ALL PARTS and LABOR for a minimum of ONE YEAR AFTER THE EQUIPMENT IS FULLY INSTALLED, TESTED and placed into service. Date to be recorded and acknowledged by the contractor of record for this project and the Station Engineer.

ALL installation aspects shall be performed by authorized installers with proper Manufacturer Certifications (ALL TRADES).

NOTICE:

Installation shall be performed between the hours of 8AM and 4:30 PM with the understanding that Commissary Production shall not be compromised as related to the care and wellbeing of ALL Residents and Staff. Exceptions to the time frame stated above must be cleared by both the Chief of the Commissary and the Chief of Engineering.

4. Performance Period:

Installation shall be completed in 20 CALENDAR DAYS or less from date of RECEIPT of equipment. Acquisition/Delivery of equipment shall be within TWELVE WEEKS after contract is awarded. Proper notice of any delays, if there is a manufacturer issue that could cause this time frame to change, MUST be stated in a notice to the Chief of the Commissary AND the Station Engineer. That applies to any and ALL changes-both sooner or later regardless of the causality of said delay.

- Disassembly of all utilities going to existing Ice Building machine. Remove and properly discard existing Ice Builder and unneeded pipes, clean up area after

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installation. Deliver and set in place of the new Ice Builder and piping to chilling equipment as current.

- **Installer will remove all existing pediments to installation of the new ice builder, to include any walls or doors. Replacement to original status will be done by installer to the satisfaction of the chief engineer of the facility.**
- Installer to provide all utility connections, including electrical, and plumbing as needed.
- Any required permits are to be supplied by the VA Medical Center.
- All generated debris will be placed in facility supplied container.
- **Warranty:** Manufactures standard warranty applies only to equipment destined for continental us facilities- cover parts and labor for a minimum of one year from date of start-up.
- Assembly of ice builder sections shall be performed by factory authorized service agent with factory trained personnel.
- Start-up will be performed by Factory Authorized personnel.
- All work to be performed during normal business hours and to be nonunion.
- All work will not interfere with normal patient care.
- All generated debris will be placed in a facility supplied container. All utility connection will be made to customer's properly sized existing utilities within 5ft of termination points.
- **Delivery location:** St Albans community Living Center, 17900 Linden Blvd, Jamaica, NY 11425 Commissary Loading dock, Monday –Friday 8-3PM.

3. Background: Existing Ice Builder was installed over 20 years ago. Engineering has been doing everything they can to make multiple repairs as well as getting outside contractors in for difficult repairs. Per the advice of Station Chief of Engineering; the current Ice Builder is beyond economical repair & life of normal use.

4. Performance Period

Installation shall be completed in 20 CALENDAR DAYS or less from date of RECEIPT of equipment. Acquisition of equipment shall be within TWELVE WEEKS with proper notice if there is a manufacturer issue that could cause this time frame to change. That applies either sooner or later in nature.

5. Type of Contract: Firm fixed price

B. CONTRACT AWARD MEETING

The contractor shall not commence performance on the tasks in this SOW until the Contracting Officer has conducted a kick off meeting or has advised the contractor that a kick off meeting is waived.

To be eligible for consideration, offerors will have been engaged in maintaining/servicing the equipment listed for a period of no less than two (2) years (on model listed) and be capable of

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presenting certification of such. No allowance will be made for the contractor not having qualified personnel available to respond as specified in this contract at all times with-in the contract period.

Response times: Contractor shall provide a phone call back by a qualified technician within 8 hours of a service request and an on-site response by a qualified technician within 24 hours of original request for service. Technical service personnel are required to sign in and out of engineering office.

Documentation required: At the completion of the installation, the contractor will provide a written service report to Visn2 South Commissary. This report will clearly indicate the date of service, type of service performed, model and serial numbers, name of field technician(s), a description of the work performed. Contacting dish machine manufactory to train staff how to operate the machine Certification of invoices is clearly dependent upon receipt of service reports as proof of services rendered. Payment may be delayed if proper documentation is not provided.

C. GENERAL REQUIREMENTS

1. For every task, the contractor shall identify in writing all necessary subtasks (if any), associated costs by task, and together with associated sub milestone dates. The contractor's subtask structure shall be reflected in the technical proposal and detailed work plan.

2. All written deliverables shall be phrased in layperson language. Statistical and other technical terminology shall not be used without providing a glossary of terms.

3. Where a written milestone deliverable is required in draft form, the VA will complete their review of the draft deliverable within 10 calendar days from date of receipt. The contractor shall have 10 calendar days to deliver the final deliverable from date of receipt of the government's comments.

D. SPECIFIC MANDATORY TASKS AND ASSOCIATED DELIVERABLES

Description of Tasks and Associated Deliverables: The contractor shall provide the specific deliverables described below within the performance period stated in Section A.4 of this SOW.

Task One: The Contractor shall provide a detailed work plan and briefing for the VA project team, which presents the contractor's plan for completing the task order. The contractor's plan shall be responsive with this SOW and describe, in further detail, the approach to be used for each aspect of the task order as defined in the technical proposal.

Deliverable One: A detailed work plan and briefing.

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E. SCHEDULE FOR DELIVERABLES

1. The contractor shall complete the Delivery Date column in Attachment A for each deliverable specified.
2. Unless otherwise specified, the number of draft copies and the number of final copies shall be the same.
3. If for any reason any deliverable cannot be delivered within the scheduled time frame, the contractor is required to explain why in writing to the Contracting Officer, including a firm commitment of when the work shall be completed. This notice to the Contracting Officer shall cite the reasons for the delay, and the impact on the overall project. The Contracting Officer will then review the facts and issue a response in accordance with applicable regulations.

F. CHANGES TO STATEMENT OF WORK

Any changes to this SOW shall be authorized and approved only through written correspondence from the Contracting Officer. A copy of each change will be kept in a project folder along with all other products of the project. Costs incurred by the contractor through the actions of parties other than the Contracting Officer shall be borne by the contractor.

G. REPORTING REQUIREMENTS

1. Contractor shall discuss the installation with the Facility director of Engineering and the Visn2 Director of Food and Nutrition prior to starting the installation and report on progress daily.

H. TRAVEL [If applicable]

None.

I. GOVERNMENT RESPONSIBILITIES [If applicable]

Provide access to areas as required by work required to be done.

J. CONTRACTOR EXPERIENCE REQUIREMENTS [If applicable]

Have installed Ice Builder or Similar chilling Equipment to Support a Cook-Chill operation with a turn-key fully successful operation.

K. CONFIDENTIALITY AND NONDISCLOSURE

It is agreed that:

1. The preliminary and final deliverables and all associated working papers, application source code, and other material deemed relevant by VA which has been generated by the contractor in the performance of this task order are the exclusive property of the U.S.

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Government and shall be submitted to the Contracting Officer at the conclusion of the task order.

2. The Contracting Officer will be the sole authorized official to release verbally or in writing, any data, the draft deliverables, the final deliverables, or any other written or printed materials pertaining to this task order. No information shall be released by the contractor. Any request for information relating to this task order presented to the contractor shall be submitted to the Contracting Officer for response.

3. Press releases, marketing material or any other printed or electronic documentation related to this project, shall not be publicized without the written approval of the Contracting Officer.

L. CONTRACTOR PERSONNEL SECURITY REQUIREMENTS¹

1. Position Sensitivity – The position sensitivity has been designated as Low Risk.
2. Background Investigation – The level of background investigation commensurate with the required level of access is not required.
3. Contractor Responsibilities
 - A. The contractor shall prescreen all personnel requiring access to the computer systems to ensure they maintain a U.S. citizenship, and are able to read, write, speak and understand the English language.
 - B. The contractor shall submit or have their employees submit the required forms (SF 86 or SF 85P, SF 85P-S, FD 258, Contractor Fingerprint Chart, VA Form 0710, Authority for Release of Information Form, and Optional Forms 306 and 612) to the VA Office of Security and Law Enforcement within 30 days of receipt.
 - C. The contractor, when notified of an unfavorable determination by the Government, shall withdraw the employee from consideration from working under the contract.
 - D. Failure to comply with the contractor personnel security requirements may result in termination of the contract for default.
4. Government Responsibilities
 - A. The VA Office of Security and Law Enforcement will provide the necessary forms to the contractor or to the contractor's employees after receiving a list of names and addresses.
 - B. Upon receipt, the VA Office of Security and Law Enforcement will review the completed forms for accuracy and forward the forms to the office of Personnel Management (OPM) to conduct the background investigation.

¹ This language is still in draft form. The OI Service Center is reviewing alternative sources for background investigations.

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- C. The VA Office of Security and Law Enforcement will notify the contracting officer and contractor adjudicating the results of the background investigations received from OMB.
- D. Upon being notified about a favorable determination, the contracting officer may issue a notice to proceed to the contractor.

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Attachment A

Schedule of Deliverables

<u>Deliverable No.</u>	<u>Item</u>	<u>Quantity</u>	<u>Delivery Date</u>
One	A detailed work plan and briefing for the VA project team		Within 20 calendar weeks after award