

Bath VA Medical Center,  
76 Veterans Avenue  
Bath, NY 14810  
POC: Julie Monagan Barnard, Interior Designer

## Statement of Work Building 78 CLC2 Activation Artwork

### **PART 1 – GENERAL**

#### **1.0 GENERAL SCOPE**

The purpose of this project is to provide an artwork design plan, delivery and installation of the Building 78 Community Living Center, Second Floor (CLC2) activation artwork. This project will support the two CLC2 “neighborhoods” - Greek Revival style on the east side, Queen Anne Style on the west side and the style-neutral building core. This will also accomplish the facilities continuing effort to provide an aesthetically pleasing and therapeutic environment, while providing landmark images to assist residents, patients and guests in navigating the facility.

#### **1.1 VENDOR SUBMITTALS**

##### Submittals:

- A. Past Performance - The design and manufacturing team shall have significant experience in developing a large-scale artwork program in a major medical center or senior center environment as well as other VA and Military Medical Hospitals. Quoter shall provide past performance information for at least four (completed within the past 4 years) contracts/orders that are relevant to this solicitation. Relevant contracts/orders shall be for projects comparable in size and using similar products. The agency will be examining the quoter’s record of schedule compliance, quality of customer service, and quality of products. Past performance information must include a point of contact (name, company name, phone number, fax number and email), contract number, contract type, dollar value, date of award, performance period, and a brief narrative describing the nature and complexity of the work. The quoter shall also describe their effort in the project and its relevance to the solicitation.
- B. Technical Capabilities – Provide management approach narrative for this project. The following information must be included in the narrative:
  - a. Delivery plan
  - b. Plan for ensuring quality
  - c. Warranty information for artwork
  - d. Material & Manufacturer Detail Submittals - provide details for all materials used in manufacturing framed acrylic artwork and canvas mounted artwork.
- C. Images – Images shall be peaceful landscapes emphasizing nature with a special focus on spring and summer scenes. Submit image selection for each item listed in the RFQ. Vendor to provide copy of all images and include name of artist and artwork title.
- D. Samples – Quoter to provide (3) samples using no smaller than a 6”x 9” image size. Sample to use all specifications and materials listed in the detailed scope of work, one for artwork framing 1, one for artwork framing 2, one for wrapped canvas artwork and one for decorative window film. Sample must be received before the bid closing date and time.

Mail artwork samples and printed image selections to:

Bath VAMC

Attn: Interior Design  
 76 Veterans Avenue  
 Bath, NY 14810

**52.212-2 EVALUATION--COMMERCIAL ITEMS (JAN 1999)**

The Government will award a contract resulting from this solicitation to the responsible offeror whose offer conforming to the solicitation will be most advantageous to the Government, price and other factors considered.

Technical and Past performance, when combined, are equal to price.

**Offers team must be able to provide ALL requirements stated in SOW in order to be considered for evaluation.**

**PART 2 – DETAILED SCOPE**

*Detailed Scope is in Addition to the General Scope Listed Above:*

**2.0 PROJECT OVERVIEW**

This project consists of 151 units to include framed and canvas wrapped artwork, framed corkboards and whiteboards, empty frames for posters, and various window films. The following chart shows the scope area of the project and general locations. Final locations shall be developed by awardee and verified with the Interior Designer prior to installation.

17	Queen Anne Neighborhood Resident Room Artwork 36" x 42"
17	Queen Anne Neighborhood Resident Room Corkboards 24" x 36"
17	Queen Anne Neighborhood Resident Rooms Whiteboards 24" x 36"
7	Queen Anne Neighborhood Corridor/Family Room Area Artwork 30" x 60"
1	Queen Anne Neighborhood Entrance Feature Artwork 48" x 48"
4	Queen Anne Neighborhood Poster Frames 24" x 36"
2	Style Neutral Multi-Purpose Room Artwork 36" x 36"
4	Style Neutral Office Artwork 24" x 36"
5	Style Neutral Great Room Artwork 36" x 48"
3	Style Neutral Elevator/Greeter Area Artwork 42" x 60"
4	Style Neutral Spa Artwork 24" x 36"
18	Greek Revival Neighborhood Resident Rooms Artwork 36" x 42"
18	Greek Revival Neighborhood Resident Rooms Cork Boards 24" x 36"
18	Greek Revival Neighborhood Resident Rooms Whiteboards 24" x 36"
8	Greek Revival Neighborhood Corridor/Family Room Area Artwork 30" x 60"
1	Greek Revival Neighborhood Entrance Feature Artwork 48" x 48"
4	Greek Revival Neighborhood Poster Frames 24" x 36"
1	Resident Room Privacy Window Film –see below
1	Elevator Lobby Window/Door Film – see below
1	Nurses Work Room Whiteboard Window Film – see below

## 2.0 MINIMUM ARTWORK REQUIREMENTS

### Framed Artwork – For Both Neighborhoods:

- A. Artwork size range: See project scope for specific sizes.
- B. Artwork: To include high quality offset lithography, high quality photographic images and Giclees.
- C. Artwork Mounting: Artwork to be dry mounted on 3/16" heat activated white foamboard.
- D. Glazing: 1/8" shatterproof UV blocking clear plexiglass.
- E. Matting: Archival mats standard 3" wide with 4 ply paper mat with bevel cut.
- F. Artwork Framing: Wood or poly (recycled polystyrene) frame options with dust proof backing and all necessary hangers and hardware. Wood frame styles shall include composite or solid wood construction options.
  - a. Artwork Framing 1- Omega Moulding style 80994 Gallery Collection, 3" width, 5/8" rabbet depth, Bronze finish or equal (a proposed frame profile to serve as "Greek Revival Style"). See Figure 3).
  - b. Artwork Framing 2- Omega Moulding style 83658 Larme Collection, 2-3/4" width, 9/16" rabbet depth, Black/Red or equal (a proposed frame profile to serve as "Queen Anne Style"). (See Figure 4).
- G. Hardware: Security installation hardware to anchor to wall at four points included as standard.
- H. Framer must be certified by the Professional Picture Framers Association.
- I. Minimum Warranty for 1 year.
- J. VA Interior Designer will hand select artwork, frames, and mat with guidance from art vendor.

### Canvas Artwork – For Building Core – "Style Neutral":

- A. Artwork size range: See project scope for specific sizes.
- B. Artwork: Prints or photography to choose from.
- C. Canvas: To be artist-grade cotton canvas (a minimum of 7oz pre-primed weight).
- D. Inks and Coatings: Image to be applied to canvas using 100 year archival inks and finished with protective UVB fade and moisture resistant coating capable of being cleaned and disinfected with 25/75 bleach to water solution. Giclee quality using on inkjet printers.
- E. Canvas Arrangement: Split Canvas, Floating Frame, and framed print as options.
- F. Stretchers and Substrate: Canvas stretched over 1.5" wooden stretcher bars that will not warp or crack, American made and preferably poplar wood. Stretcher bars to be lined with 1/4" glued and stapled substrate. (see Figure 1)
- G. Border: Options to include but not limited to Image Wrap, Digital Stretch Wrap, and Mirror Wrap. No solid color edges.
- H. Hardware: Security installation hardware to anchor to wall at four points included as standard.
- I. Minimum Warranty for 1 year
- J. VA Interior Designer will hand select artwork with guidance from awarded art vendor.

### Misc. Frames for Neighborhood Corkboards, Whiteboards and Posters:

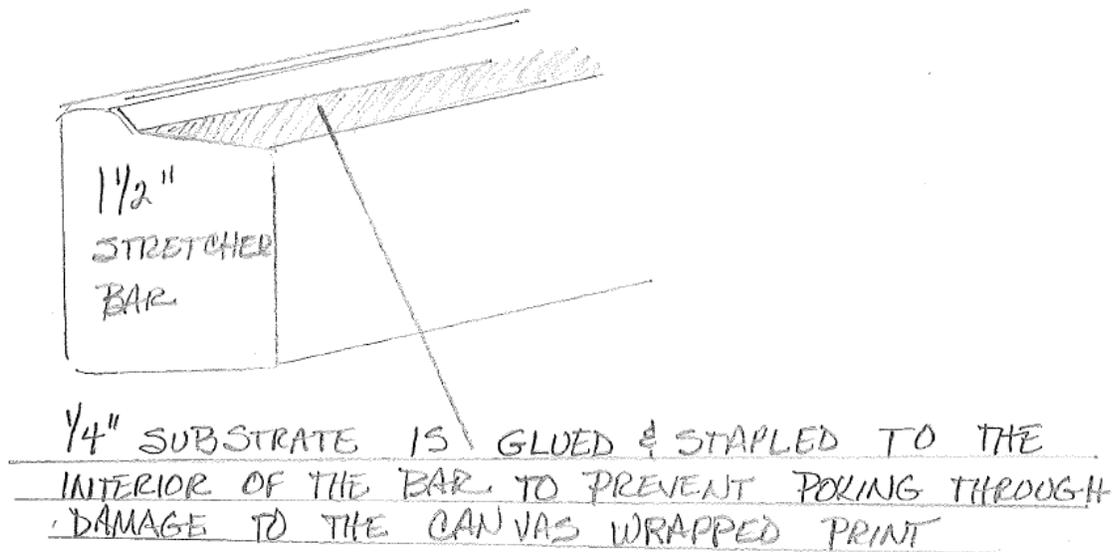
- A. Artwork size range: See project scope for specific sizes.
- B. Poster glazing: 1/8" shatterproof UV blocking clear plexiglass.
- C. Poster frames need to be made so that the poster or insert can be changed or updated easily (removable back or snap frame).
- D. Corkboard and whiteboard frames must remain open (no Plexiglas).
- E. No matting needed.
- F. Framing: Wood or poly (recycled polystyrene) frame options with all necessary hangers and hardware. Wood frame styles shall include composite or solid wood construction options.

- a. Artwork Framing 1- Omega Moulding style 80994 Gallery Collection, 3" width, 5/8" rabbet depth, Bronze finish or equal (a proposed frame profile to serve as "Greek Revival Style"). (See Figure 3).
  - b. Artwork Framing 2- Omega Moulding style 83658 Larme Collection, 2-3/4" width, 9/16" rabbet depth, Black/Red finish or equal (a proposed frame profile to serve as "Queen Anne Style"). (See Figure 4).
- G. Hardware: Security installation hardware to anchor to wall at four points included as standard with the exception of the framing for posters.
- H. Framer must be certified by the Professional Picture Framers Association.
- I. VA Interior Designer will hand select corkboards, whiteboards and frames with guidance from awarded art vendor.

Decorative Window Film:

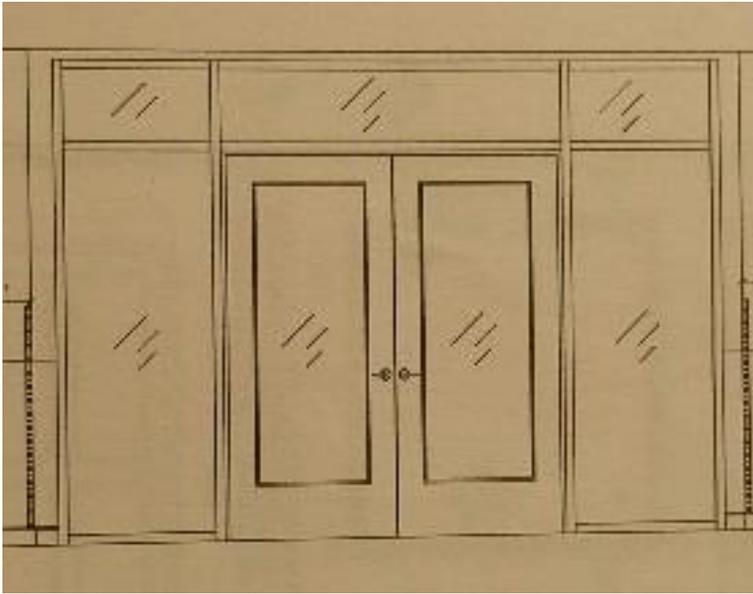
- A. Film Size:
- a. Resident Room Film to cover window to public porch – Smokey or semi-transparent privacy window film:
    - i. Qty. 1 approx. 45" w x 55" h
  - b. Elevator Lobby Window/Door Unit – Continuous translucent landscape nature scene. (See figure 2):
    - i. Qty. 2 approx. 34" w x 24" h
    - ii. Qty. 1 approx. 72" w x 24" h
    - iii. Qty. 2 approx. 34" w x 72" h
    - iv. Qty. 2 approx. 30" w x 72" h
  - c. Nurse Work Room – White Dry Erase Writable Surface film to adhere to drywall surface:
    - i. Qty. 1 approx. 40" w x 48" h

**Figure 1**  
**Wood Stretcher Bar and Substrate Detail**



**Figure 2**

**Elevator Lobby Door Window Unit**



**Figure 3**  
**Artwork Framing 1 - Proposed Greek Revival Frame Profile**



**Figure 4**  
**Artwork Framing 2 - Proposed Queen Anne Frame Profile**



## **PART 3 - EXECUTION**

### **3.0 GENERAL**

- A. Project Timeline: Artwork delivery and installation will be required in Summer/Fall of 2017 as it coincides with the CLC2 renovation completion.
- B. Duty hours will be 8 a.m. to 4:30 p.m. Monday – Friday or at Interior Designer’s discretion. The Government recognized US holidays are: New Year’s Day, Martin Luther King, Jr. Day, Presidents Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day and Christmas Day. If the holiday falls on Sunday, it is observed on Monday.

### **3.1 DEVELOPMENT**

- C. The Manufacturer shall provide and be responsible for all technical assistance, development and generation for final specifications.
- D. The Contractor shall provide all labor, materials, equipment, transportation, and supervision necessary to satisfy the needs of each ordering activity.
  - a. Coordinate and provide project management of all products and services to manage, design, order, ship, deliver, and install new artwork from the manufacturer until final acceptance by the Interior Designer/Contracting Officer Representative (COR).
  - b. Provide maintenance manuals for any and all products provided.
- E. The prime contractor shall participate in a kickoff meeting within 10 days of task order issuance, conducted by phone. Time and date will be coordinated with the VA Interior Designer.
- F. A minimum of one and a maximum of three in-person site meetings on the Bath VA campus are required to review final award/design with VA Interior Designer and End Users and to make necessary revisions.
- G. During first or second meeting, the Vendor shall provide the Interior Designer and End Users with artwork plan including all drawings, layouts and proposed framing and images of awarded product.
- H. The Vendor shall allow for two (2) revisions per line item included in design services including drawing and layout updated drawings as requested the by the VA Interior Designer.
- I. The Vendor shall be responsible for taking and applying accurate field measurements to ordered product for verification of correct sizing. Auto-Cad drawings may not be accurate finished dimensions and may not be used in place of field measurements. The Vendor shall be liable for any incorrect field measurements leading to incorrect product order.
- J. Indicate on drawings all electrical, mechanical, and telecommunications locations that interfere with artwork locations.

- K. The Vendor shall be responsible for providing all sample materials for awarded product (2-Day Delivery) as requested by VA Interior Designer.
- L. The Vendor shall provide final, clean 11" x 17" scaled drawings of product layout for sign-off prior to scheduling manufacturing.
- M. The product must not be placed into production without clearance from the VA Interior Designer.
- N. The Vendor shall track manufacturing schedule and notify VA Interior Designer with updates of estimated completion date by email.

### **3.1 DELIVERY AND STORAGE**

- A. The Vendor shall provide up to 45 days free storage if needed.
- B. Deliver materials to job in manufacturer's original sealed containers with brand name marked thereon. Protect materials from damage.
- C. Package to prevent damage or deterioration during shipment, handling, storage and installation. Maintain protective covering in place and in good repair until removal is necessary.
- D. Deliver artwork only when the site and mounting services are ready for installation work to proceed.
- E. Store products in dry condition inside enclosed facilities.
- F. Preferred delivery of product to be coordinated with Interior Designer.

### **3.1 INSTALLATION**

- A. The Contractor shall submit an installation schedule for approval.
- B. The Contractor shall coordinate with facility on staging needs and parking prior to installation dates.
- C. Protect adjacent existing and newly placed construction, equipment and finishes as much as possible during installation to limit damage. The Contractor shall be responsible for any damage to the building that occurs due to contractor error or neglect.
- D. The Contractor is responsible for the clean-up of each work area and for proper disposal of all packing/crating materials and will have limited access to cardboard recycling, metal recycling and garbage dumpsters.
- E. The Contractor shall furnish all supplies, equipment, facilities and services required to perform the service under this contract.
- F. Any painting and patching, if required, will be performed by the Bath VAMC paint department.
- G. Mount artwork and window films in proper alignment, level and plumb according to the location plan and the dimensions given on elevation (if applicable) and artwork location drawings. Where otherwise not dimensioned, artwork shall be installed where best suited to provide a consistent appearance throughout the project. When exact position, angle, height or location is in doubt, contact Interior Designer for clarification.
- H. Installation is not complete until all surfaces of the finished product are clean (frame and glazing) and level, securely fastened to the wall surface using approved mounting method. Window film to be trimmed neatly and have no visible bubbles or defects.
- I. Provide (4) artwork security mounting removal tools.
- J. Artwork to be installed into drywall over metal studs in most instances.

### **3.2 REPLACEMENT AVAILABILITY**

All framing must be American made and under standard GSA warranties. All work shall be closely coordinated with the VA Interior Designer.

### **3.3 CONTRACTOR RESPONSIBILITIES**

## Security Requirements.

### A. Installation Passes.

- a. The contractor will coordinate for the issuance of required installation passes to contractor personnel. Contract personnel shall wear a badge that clearly identifies them as a contract employee. The badge will contain a picture, name of employee, and Contractor's name. Badges shall be worn on the outer garment in full view at all times, attached to the outer shirt or jacket pocket by a button or clip or worn around the neck secured by an appropriate identification card lanyard.
- b. The Contractor shall not disclose and must safeguard procurement sensitive information, computer systems and data, Privacy Act data, and Government personnel work products that are obtained or generated in the performance of this contract. This includes dissemination of protocols and papers not generally available through the public literature.
- c. Company will return all issued US Government installation badges and passes when the contract is completed.
- d. In addition to the changes otherwise authorized by the changes clause of this contract, should the security condition change at any facility, the Government may require changes in contractor security requirements.

### B. Non-Personal Service Statement.

- a. Contractor employees performing services under this order will be controlled directed and supervised at all times by management personnel of the contractor. Contractor employees will perform independent of and without the supervision of any Government official. Actions of contractor employees may not be interpreted or implemented in any manner that results in any contractor employee creating or modifying Federal policy, obligating the appropriated funds of the U.S. Government, overseeing the work of Federal employees, providing direct personal services to any Federal employee or otherwise violating the prohibitions set forth in Parts 7.5 and 37.1 of the Federal Acquisition Regulation (FAR). The Government will control access to the facility and perform the inspection and acceptance of the completed work.

### C. Contract Office Representative (COR).

- a. The COR monitors all technical aspects of the contract and assists in contract administration. The COR is authorized to perform the following functions: assure that the Contractor performs the technical requirements of the contract: perform inspections necessary in connection with contract performance: maintain written and oral communications with the Contractor concerning technical aspects of the contract: issue written interpretations of technical requirements, including Government drawings, designs, specifications: monitor Contractor's performance and notifies both the Contracting Officer and Contractor of any deficiencies; coordinate availability of government furnished property, and provide site entry of Contractor personnel. **The COR is not authorized to change any of the terms and conditions of the resulting order.**