

**ST PETERSBURG, VA REGIONAL OFFICE  
9500 BAY PINES BLVD  
ST PETERSBURG, FL**

**STATEMENT OF WORK (REV.1)**

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**CABLING OF SECOND FLOOR**

**09/21/2017**

## INTRODUCTION/BACKGROUND

The U.S. Department of Veterans Affairs intends to award a Firm Fixed-Priced Contract for the required data cabling of three training rooms as stated herein.

The Department of Veterans Affairs, is seeking a qualified Contractor for a project to provide data drops, phone connections, and other cabling, located at the Veterans Affairs Regional Office building. The data drops will allow daily operations to be conducted in FDVA and SSD.

The data drop project must be completed in an expedited manner. After hours and weekend work will be required to complete the project. A strict schedule must be created and adhered to. Each of the data closets are approximately 60 to 120 feet in distance to the workstations.

## SCOPE OF WORK

This project calls for the contractor to remove existing cable drops and immediately reinstall drop for drop to insure no outages to any work. Contractor shall remove existing data cable and provide plenum rated Cat6 cables sufficient to install approximately 384 data drops and 120 phone connections in rooms 203, 204, 205, 206, 208, 208B, 214 (change to add Rooms 213, 215, 217. No additional materials needed as the number of drops will not change.) located on the second floor of the Veterans Affairs Regional Office building. Provide and install eight 48 port Cat6 patch panels, 384 surface boxes, 384 5' patch cables, 384 10' patch cables, and Cat6 data cable. Each drop will require a 10' loop of Cat6 cable left under the floor for any future movement.

Contractor must certify each cable to ensure proper connectivity.

Contractor must remove old data cable from under the floor to allow space for new Cat6 data cable.

The building contains carpet tile and raised flooring and cable trays located under the raised flooring for running the data cable.

**This work must be completed after normal business hours. All work to be completed between 6 PM and 5 AM as to not interrupt daily operations of the facility.**

Unless otherwise approved by the COR as part of the Contractor's recycling plan, the Contractor shall remove all packing material, debris, and cartons from the job site daily. All construction material and debris must be hauled off of the VA campus and disposed of the properly following all federal, state and local rules and regulations.

## PERIOD OF PERFORMANCE

All work shall be started within ten (10) calendar days after receipt of order, and all work shall be completed within thirty (30) calendar days after receipt of order.

The contractor shall create and present to the VBA point of contact, a detailed project plan including schedule, and work to be performed.

Any and all modifications or extensions will be requested through the contracting officer for review and discussion. Only the Contracting Officer may approve deviations to the schedule and any change in work to be done.

#### **PLACE OF PERFORMANCE**

All work is to be coordinated with the VA Regional Office (VARO), 9500 Bay Pines Blvd., St. Petersburg, FL. The VA Project Manager is Danny Wert and can be reached by telephone at: 727-319-7988.

#### **PERFORMANCE OF WORK ON GOVERNMENT PREMISES:**

Current rules and regulations applicable to the premises, where the work shall be performed, shall apply to the contractor and its employees while working on the premises. These regulations include but are not limited to, escort during installation by VBA officials, presenting valid identification for entrance, smoking restriction and any safety procedures as outlined in the site regulations.

The Contractor shall be responsible for the acts and omissions of all his employees and all subcontractor, their agents and employees and all other persons performing any of the work under a contract with the Contractor.

#### **WORK REQUIREMENTS**

The installation shall commence within 10 days after award. The offeror shall complete the data cabling in a maximum of 30 days after award. Only the Contracting Officer may approve deviations to the schedule and any change in work to be done.

The Contractors shall include clean up time in the schedule of work. The VARO Project Manager shall approve all Contractors' working schedules prior to beginning the work. In the event of delays, or acceleration, the working schedule shall be updated immediately and sent to the VARO Project Manager.

#### **ACCEPTANCE CRITERIA**

All work shall be accomplished in accordance with the best practices of the trades and to comply with all applicable local, state and national codes.

The installation and electrical guidance is located with the VA Specifications and can be found at: <http://www.cfm.va.gov/til/spec.asp#09>

The Contractor shall be responsible for any permits, fees or inspections, if required by local building authorities.

## **OTHER REQUIREMENTS**

### **VA Information and Information System Security/Privacy Requirements Security and Privacy**

It is therefore essential that the contractor complete section I of VA Form 0711 (attached) for all employees to included sub-contractors employees who will be working inside the building and provided the completed form to the COR within 5 days of being awarded the contract. Once the COR receives the VA Form 0711 it will take approximately 2 Federal working days before a Non-PIV card can be prepared. The contractor will be notified by the COR when each employee is to report to room 238, PIV Office for photographs and issuance of a Non-PIV badge. The employee must bring TWO (2) forms of identification when they report to room 238. The contractor is responsible for the cost of fingerprinting and background investigations (if required). The contractor should also include the time necessary to process Non-PIV badges in his/her schedule. AQL: 100% of employees have completed VA Privacy and Information Assurance training, as well as submitted VA Form 20-0344 (attached) and VA Form 0711 (attached) and have acquired a Non-PIV badge prior performance of this SOW / Contract.

The Contractor is required to enter and exit the St Petersburg VARO through the front entrance. Entering or exiting the building through any other door will require VARO approval and an escort will be required. Upon entering the building the contractor and/or contractor employees will be required to show proof of identity (must have a valid photo ID) as well as pass through a security screening. Due to the sensitivity and personal information processed at the VARO the Contractor as well as the Contractors employees will be required to complete ISO Led Privacy and Information Security Awareness and Rules of Behavior Presentation (VA 832914) training.

Certification of completion of training will be submitted to the COR within 10 working days from the contract award date. In addition, a VA Form 20-0334 must be completed by the Contractor, contractor employees, and sub-contractors and original copies turned in to the COR prior beginning construction

No one will be allowed to work on-site prior to background check. The government reserves the right to deny any individual access to the building. All employees of the Contractors and any sub-contractor will be issued building identification badges and will be required to wear them in a visible site at all times while on the premises.

All work shall comply with the applicable requirements of 29CFR 1910 (General Safety)/1926 (Construction Safety) and 40CFR 761 (Environmental Protection Agency). All work shall comply with applicable state and municipal safety and health requirements. Where there is a conflict between applicable regulations, the most stringent will apply.

The Contractor shall assume full responsibility and liability for compliance with all applicable regulations pertaining to the health and safety of personnel during the execution of work. The Contractor shall hold the Government harmless for any action on its part or that of its employees or subcontractors, which results in illness or death.

The Contractor shall provide all necessary safety equipment and ensure that such equipment and all relevant safety procedures are adequate for the job being performed and are utilized properly.

The Contractor shall take all necessary precautions to prevent injury to the public, occupants, or damage to property of others. The public and occupants includes all persons not employed by the Contractors, or Subcontractors.

Corridors, aisles, stairways, doors and exit ways shall not be obstructed or used in a manner to encroach upon routes of ingress, or egress utilized by the public or occupants, or to present an unsafe or unhealthy condition to the public or occupants. All construction related equipment, materials, debris, etc. should not effect any other area outside of the construction area. The Contractor's personnel shall change or clean shoes used during this project, to prevent dust or dirt being tracked out into the corridors and other areas.

Where ever practical, the work area shall be barricaded or otherwise blocked off from the public or occupants to prevent unauthorized entry into the work area. Red "DO NOT ENTER" and/or yellow "CAUTION" tape shall be installed in work areas. All entrance/exit doors in construction area shall be identified as construction areas to prevent visitors from entering/exiting through the construction area. No construction shall begin prior to the above signs being posted. The Contractor shall protect office furniture and equipment with tarpaulins, or other sufficient means to prevent damage.