

STATEMENT OF WORK

Replace Liebert units for G325-1 server room at the
Edward Hines Jr. VA Hospital (“Hines VAH”)

1. Background.

Two of the three HVAC systems that service the Information Technology Operations and Service Hines server room are beyond repair. The manufacturer of the systems no longer manufactures critical components making repairs improbable and costly. These systems must be replaced and are critical in providing IT support for all medical center operations. Failure of the final unit will cause the server room temperature to rise resulting in catastrophic failure of sensitive IT infrastructure equipment and a complete network downtime for multiple days to weeks depending on repair and equipment lead times.

2. Objectives.

The purpose of this contract is to remove the current Liebert systems that service room G325 building 1 and replace them with a similar 20-ton, air cooled, downflow, system with electric reheat and humidification.

3. Scope.

- Contractor shall transport and provide all labor, material, and equipment to remove and replace the systems servicing the G325-1 server room.
- Disconnect existing units and remove from Hines VAH.
- Move new equipment to installation locations via service elevator in B Section of building 1 or stairwell if necessary.
- Install three similar 20-ton, air cooled, low ambient, downflow systems with electric heat and humidification to replace existing units.
- All R22 refrigerant in the systems will be reclaimed by Hines A/C Shop.
- Flush, all refrigerant lines to remove all oil and sediments.
- Leak check (triple evacuation) and repair (if necessary) all refrigerant lines.
- Hines VAH point of contact (“Hines POC”) will be shown vacuum readings to verify leak check on all units before charging.
- Make all necessary refrigerant, electrical, condensate, and drain connections.
- Refrigerant lines shall be brazed while under nitrogen purge.
- Refrigerant lines shall be installed and insulated per manufacturer’s recommendations to include aluminum jacketing.
- Liquid lines shall have a sight glass and removable core filter dryer with Schrader valve as well as a bypass line around the filter dryer with isolation valves on the bypass and both sides of the filter dryer.
- New refrigerant will be R407C.
- Charge systems to proper operating pressure, calibrate, and adjust as per manufacturer specifications.
- Start up and commission systems after installation.
- Return site to original condition.

- Contractor shall provide a written Preventive Maintenance (“PM”) schedule from manufacturer to service units which shall include all checks based on manufacture’s recommendations.
- Contractor shall provide all manufacturer manuals, documentation, warranty information, controls passwords, etc. after installation.
- Warranty must include, at a minimum, one (1) year factory warranty on all parts and compressors AND one (1) year warranty against installation defects.

4. Task Identification.

The Contractor and any of its subcontractors shall provide all management, tools, supplies, equipment, and labor necessary to complete the task identified in the SOW.

5. Time Frames and Hours of Work.

One Time Service not to exceed (NTE) 90 days from date of award. Work required in the performance of this contract will be conducted during regular administrative working hours, 7:30 AM- 4:00 PM (CST), excluding National Holidays. The contractor will not have access to facilities to perform work on National Holidays.

National holidays: Holidays observed by the Federal Government:

Holiday	Date	Month
New Year’s Day	1st	January
Martin Luther King Jr.’s Birthday	3rd Monday	January
President’s Day	3rd Monday	February
Memorial Day	Last Monday	May
Independence Day	4th	July
Labor Day	1st Monday	September
Columbus Day	2nd Monday	October
Veterans Day	11th	November
Thanksgiving Day	4th Thursday	November
Christmas Day	25th	December

When one of the above designated legal holidays falls on a Sunday, the following Monday will be observed as a legal holiday. When a legal holiday falls on a Saturday, the preceding Friday is observed as a holiday by U.S. Government agencies.

6. Performance Monitoring.

The Government will periodically evaluate the Contractor's performance by appointing a POC to monitor such performance and ensure services are received. The Government representative will evaluate the Contractor's performance through intermittent on-site inspections of the Contractor's performance.

7. Government-Furnished Equipment (GFE)/Government-Furnished Information (GFI).

No GFE and/or GFI to the contractor.

8. Other Pertinent Information or Special Considerations.

Contractor personnel shall be certified by appropriate federal and state regulatory agencies to meet federal and local certification requirements as applicable. All licenses, permits and welding certifications shall be kept current throughout the period of performance of the contract. The Contractor shall provide the Government copies of such certificates prior to commencement of services. Contractor must secure a burn permit from Hines Safety for any hot work that is to be done and must provide one copy of the Environmental Protection Agency ("EPA") Universal Certification for each Contractor employee rendering services. Reference EPA *Section 608 Technician Certification* for more information on the Clean Air Act and the required certification.

9. Risk Control.

Not a confined Space.

10. Location.

Hines VAH
5000 S 5th Ave
Hines, IL 60141
Room G325 building 1 and the fourth-floor G Section East balconies.

11. Security Requirements.

Upon arrival at the Hines VAH, the contractor shall report to the Work Order Clerk, Engineering Service and human resources to apply for personal identity verification (PIV) badge(s) and wear when on station. When on-site services are completed, the contractor shall document the services rendered on a legible, contractor service report and submit to

the Hines POC for certification (signature). If the Hines POC is unavailable, an employee in the work unit may be designated to certify the services. A copy of the signed service report must be provided to the Hines VAH Work Order Clerk, Engineering Service by the contractor at the time the service is provided. No access to patient sensitive information will be granted to contractors. Contractor will coordinate with OIT to secure access to the server room to complete scheduled work, and OIT will provide an escort while they occupy the space.

12. Compliance with General Safety Regulations.

- a. All Contractors and Subcontractors performing services for the Government shall comply with all Hines VAH Safety Policies and Regulations, Occupational Safety and Health Administration (“OSHA”), State, County and Municipal Safety and Occupational Health Standards and any other applicable rules and regulations.
- b. This shall include but not be limited to taking all the necessary precautions to protect the patients, visitors and/or staff at each location. Contractor shall be held responsible for any injuries and/or damage, which may be caused as a result of the Contractors failure to adhere to these requirements.
- c. Contractors and Subcontractors shall be held responsible for the safety of their employees and any unsafe acts or conditions that may cause injury or damage to any persons or property within and around the work site area under this contract.
- d. All ladders, scaffolding, tools, equipment, personal protective equipment, etc. shall be OSHA approved for the work to be performed. Contractor shall use caution signs as required by OSHA Regulations. Caution signs shall be on-site on commencement of contract.
- e. The Contractor shall purchase and issue all chemicals in their original containers. Materials that require precautionary warnings shall have affixed to all containers such labels or markings as are prescribed by law, regulatory agencies or this contract. Any violation of OSHA may be subject to default action.
- f. Contractor shall furnish to the Hines POC one copy of Safety Data Sheets (SDS) for all products proposed for use, a minimum of seven (7) days prior to beginning service, for approval. In addition, each time a new chemical product is proposed to be introduced into the facility, a copy of that product's SDS must be provided to the Hines POC for approval, prior to the product being used at the facility.

13. Protection of Government Property.

During work execution, the Contractor shall take special care to protect Government property. Damage resulting from Contractor operations shall be repaired by the Contractor,

including painting, refinishing, or replacement (if necessary), at no additional cost to the Government.

14. Damage.

Extreme caution shall be exercised to prevent damage to the building and its contents. Any damage must be reported to the Hines POC immediately for appropriate action. Any damage caused by the Contractor will be repaired and or replaced to the satisfaction of the VA at the Contractor's expense.

15. Use of Government Facilities.

No area on the hospital campus will be authorized for admin space during the execution of this contract. The contractor will provide their own off site office and repair facilities.

16. Contractor Performance Assessment Reporting System ("CPARS.")

- a. As prescribed in Federal Acquisition Regulation ("FAR") Part 42.15, the Department of Veterans Affairs ("VA") evaluates contractor past performance on all contracts that exceed the thresholds outlined in FAR Part 42.15, and shares those evaluations with other Federal Government Contract Specialists and procurement officials through the Past Performance Information Retrieval System ("PPIRS"). The FAR requires that the Contractor be provided an opportunity to comment on past performance evaluations prior to the posting of each report. To fulfill this requirement, the VA uses an online database, CPARS. The CPARS database information is uploaded to the PPIRS database, which is available to all Federal agencies.
- b. Each Contractor whose contract award is estimated to exceed the thresholds outlined in FAR Part 42.15 is required to provide to the Contracting Officer ("CO") contact information for the contractor's representative with their response to the solicitation. The Contractor is responsible to notify the CO of any change to the contractor's representative during the contract performance period. Contractor's representative contact information consists of a name and email address.
- c. The Government will register the contract within thirty days after contract award. For contracts with a period of one year or less, the CO will perform a single evaluation when the contract is complete. For contracts exceeding one year, the CO will evaluate the contractor's performance annually. Intermediate reports will be filed each year until the last year of the contract, when the final report will be completed. Each report shall be forwarded in CPARS to the contractor's designated representative for comment. The contractor's representative will have thirty days to submit any comments and return the report to the CO. Failure by the contractor to respond within those thirty days will result

in the Government's evaluation being placed on file in PPIRS without contractor's comments.