

SCOPE OF WORK (SOW)

When work is completed with this project, it is expected the Government will be able to take full benefit of the finished product without additional work required

659-18-3-6049-0337

PLACE OF PERFORMANCE: W.G. Hefner VA Medical Center, B.2,
1601 Brenner Ave. Salisbury, N.C. 28144

PERIOD OF PERFORMANCE: Upon issuance

ELECTRONIC SPECIFICATIONS AND DRAWINGS: There are no drawings or specifications required.

SPECIFICATIONS FOR GUARANTEE PERIOD SERVICES: To be performed during normal business hours (7:00 a.m. – 3:30 p.m. Monday thru Friday).

CONTRACTOR TRADE: A professional mechanical contractor will bid as prime contractor.

SECURITY: The C&A requirements do not apply. This acquisition does not require services that involve connection of one or more contractor-owned IT devices (such as a laptop computer or remote connection from a contractor system) to a VA internal trusted (i.e., non-public) network. A Security Accreditation Package is not required.

TECHNICAL REQUIREMENTS: Remove existing and abandoned condensate return equipment from the mechanical room in building two, and install a powered pump package.

- Lock out the existing condensate receiver, pumps and inlet condensate lines.
- Dump condensate to overflow while repairs are being made.
- Remove the existing flash tank.
- Remove the existing fin tube coils and cap at the condensate return piping.
- Disconnect the electrical supply to pumps at the source.
- Remove the existing railing and build scaffolding so pumps can be hoisted out of the pit.
- Remove the existing condensate pump and vacuum pump.
- Remove all related piping and cap where appropriate.
- Remove the vent piping and cap at the point where it connects to the larger vent.
- Reconfigure the existing condensate piping and pipe it to the condensate receiver serving the pumps.
- Install a four-inch vent pipe to existing six-inch vent at the PRV station.
- Install a motive steam line from in front of the PRV station to the pump package.
- Provide and install an air supply line from the east wall to the pump package as a secondary source for the pump package operation.

- Install new piping from the pump package to the existing condensate return lines with the appropriated valves and fittings.
- Install pressure gauges on the motive pressure, receiver tank and condensate return lines.
- Insulate newly installed piping and piping that has been disturbed during change out.

EQUIPMENT LIST: MODEL#: DPC2-0-CS-D-12670

Install Spriax pump package Model # DPC2-0-CS-D-12670

Pumps must meet hydro test pressure of 15 psig

Reciver PMO = 0 psig @ 300F sized for flash steam rates of up to 2000 lb/hr

Over flow connection on receiver should be with a loop seal and visible discharge

Unit must be anchored to the floor

Reinsulate all new piping and tanks

Install a new vent piping and size to meet code

TB, FLU & OSHA REQUIREMENTS:

The Contractor shall comply with the Federal/California OSHA Blood borne Pathogens Standard.
The Contractor shall:

- a) Have methods by which all employees are educated as to risks associated with blood borne pathogens.
- b) Have policies and procedures which reduce the risk of employee exposure to blood borne pathogens.
- c) Have mechanisms for employee counseling and treatment following exposure to blood borne pathogens.

Provide appropriate personal protective equipment/clothing such as gloves, gowns, masks, protective eyewear, and mouthpieces for the employee during performance of the contract.

Flu - The Contractor shall comply with the W. G. Hefner Medical Center VA Directive 1192 requirements for Flu Shots. All Construction Contractors working on Site must either have a Flu Shot or wear a mask regardless of interaction with patient areas.

OSHA – The Contractor shall comply with the Federal Guidelines. A minimum of 10 hours training is required

PAYMENTS:

Payments will be made in arrears following the receipt of the invoice and the monthly summary report.

B.5 SPECIAL CONTRACT REQUIREMENTS

1.0 KEY PERSONNEL

Key personnel will be identified in the proposal and shall be considered key personnel essential for the successful completion of the work performed under the contract. The contractor agrees that such personnel shall not be removed, diverted or replaced from the work without prior written approval of the Contracting Officer. The contractor shall submit written notice of proposed personnel changes to the Contracting Officer for approval at least thirty (30) business days in advance.

2.0 WORK HOURS

The services covered by this contract shall be furnished by the contractor as defined herein. The contractor shall not be required, except in case of emergency, to furnish such services on a Federal Holiday or during off duty hours as described below.

The following terms have the following meanings:

(1) Normal working hours: Monday through Friday, 7:00 a.m. – 3:30 p.m., excluding federal holidays.

(2) Federal Holidays: The 10 holidays observed by the Federal Government are:

New Year's Day	Martin Luther King's Day	President's Day	Memorial Day
Independence Day	Labor Day	Columbus Day	Veterans Day
Thanksgiving	Christmas		

Any other day specifically declared by the President of the United States to be a federal holiday. When one of the holidays falls on Sunday, the following Monday shall be observed as a Federal Holiday. When a holiday falls on a Saturday, the preceding Friday shall be observed as a Federal Holiday.

3.0 FSS RFQ INTRODUCTORY LANGUAGE

The terms and conditions of the contractor's FSS contract (including any contract modifications) apply to all Blanket Purchase Agreements (BPA) and task or delivery orders issued under the contract as a result of this RFQ. When a lower price has been established, or when the delivery terms, FOB terms, or ordering requirements have been modified by the BPA or task/delivery order, those modified terms will apply to all purchases made pursuant to it and take precedence over the FSS contract. Any unique terms and conditions of a BPA or order issued under the contract that are not a part of the applicable FSS contract will govern. In the event of an inconsistency between the terms and conditions of a BPA or task/delivery order and the Contractor's FSS terms, other than those identified above, the terms of the FSS contract will take precedence.

4.0 BILLING AND PAYMENT

Invoices shall be submitted monthly, in arrears, and shall include at a minimum: Date of invoice, Contract Number, Purchase Order Number, Vendor Name, Invoice Number CLIN & Date of service.

All Invoices from the contractor shall be submitted electronically in accordance with VAAR Clause 852.232-72 Electronic Submission of Payment Requests. The contractor shall submit payment requests in electronic form via VA's Electronic Invoice Presentment & Payment System. See Web site at <http://www.fsc.va.gov/einvoice.asp>

5.0 CONTRACTOR PERFORMANCE ASSESSMENT REPORTING SYSTEM (CPARS)

(a) FAR 42.1502 direct all Federal agencies to collect past performance information on contracts. The Department of Veterans Affairs has implemented use of the Contractor Performance Assessment Reporting System (CPARS) to comply with this regulation. One or more past performance evaluations will be conducted in order to record your contract performance as required by FAR 42.15.

(b) The past performance evaluation process is a totally paperless process using CPARS. CPARS is a web-based system that allows for electronic processing of the performance evaluation report. Once the report is processed, it is available in the Past Performance Information Retrieval System (PIRS) for Government use in evaluating past performance as part of a source selection action.

(c) Please furnish the Contracting Officer with the name, position title, phone number, and email address for each person designated to have access to your firm's past performance evaluation(s) for the contract **no later than 30 days after award**. Each person granted access will have the ability to provide comments in the Contractor portion of the report and state whether or not the Contractor agrees with the evaluation, before returning the report to the Assessing Official. The report information must be protected as source selection sensitive information not releasable to the public.

(d) When your Contractor Representative(s) (Past Performance Points of Contact) are registered in CPARS, they will receive an automatically-generated email with detailed login instructions. Further details, system requirements, and training information for CPARS are available at www.cpars.gov. The CPARS User Manual, registration for online training for Contractor Representatives may be found at this site.

(e) Within 60 days after the end of a performance period, the Contracting Officer will complete an interim or final past performance evaluation and the report will be accessible at www.cpars.gov Contractor Representatives may then provide comments in response to the evaluation, or return the evaluation without comment. Comments are limited to the space

provided in Block 22. Your comments should focus on objective facts in the Assessing Official's narrative and should provide your views on the causes and ramifications of the assessed performance. In addition to the ratings and supporting narratives, blocks 1-17 should be reviewed for accuracy, as these include key fields that will be used by the Government to identify your firm in future source selection evaluations. If you elect not to provide comments, please acknowledge receipt of the evaluation by indicating, "No Comment" in Block 22, and then signing and dating Block 23 of the form. Without a statement in Block 22, you will be unable to sign and submit the evaluation back to the Government. If you do not sign and submit the CPAR within 30 days, it will automatically be returned to the Government and will be annotated: "The report was delivered/received by the contractor on (date). The contractor neither signed nor offered comment in response to this assessment." Your response is due within 30 calendar days after receipt of the CPAR.

(f) The following guidelines apply concerning your use of the past performance evaluation:

(1) Protect the evaluation as "source selection information." After review, transit the evaluation by completing and submitting the form through CPARS. If for some reason you are unable to view and/or submit the form through CPARS, contact the Contracting Officer for instructions.

(2) Strictly control access to the evaluation within your organization. Ensure the evaluation is never released to persons or entities outside of your control.

(3) Prohibit the use of or reference to evaluation data for advertising, promotional material, pre-award surveys, responsibility determination, production readiness reviews, or other similar purposes.

(g) If you wish to discuss a past performance evaluation, you should request a meeting in writing to the Contracting Officer no later than seven days following your receipt of the evaluation. The meeting will be held in person or via telephone or other means during your 30-day review period.

(h) A copy of the completed past performance evaluation will be available in CPARS for your viewing and for Government use supporting source selection actions after it has been completed.

6.0 CONTRACT ADMINISTRATION

Notwithstanding the Contractor's responsibility for total management during the performance of this contract, the administration of the contract will require maximum coordination between the Government and the Contractor.

The Contracting Officer is the only person authorized to approve changes or modify any of the requirements of this contract. The Contractor shall communicate with the Contracting Officer on all matters pertaining to contract administration. Only the Contracting Officer is authorized to make commitments or issue changes that shall affect price, quantity or quality of performance of this contract.

The COR shall be responsible for the overall technical administration of this contract as outlined in the COR Delegation of Authority.

In the event the Contractor effects any such change at the direction of any person other than the Contracting Officer without authority, no adjustment shall be made in the contract price to cover an increase in costs incurred as a result thereof

POINTS OF CONTACT

Contracting Officer (CO)

Department of Veterans Affairs
VISN 6 Network Contracting Office
100 Emancipation Drive, Building 27
Hampton, Virginia 23667
757-728-6011 Fax 757-728-3132

Contracting Officer's Representative (COR)

Timothy Draper
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704-638-9000 Ext. 2331