

STATEMENT OF WORK:

The scope of work entails the modification of existing and provision of new mechanical HVAC systems to control space temperature and humidity in the SPS storage areas. The storage areas are primarily small closets. Areas also include the central SPS storage room(s), Laboratory, and warehouse. Work involves the provision of 4-pipe fan coil units, constant Variable Air Volume (VAV) air terminal boxes with hot water reheat, room direct electrode steam humidifiers, the addition of one steam pressure reducing station, and commissioning of the existing central station air handlers. Air handler commissioning is provided to verify systems are operating within parameters, identify faulty equipment, and report to the medical center of results of and deficiencies in system operation. The site DDC system will be modified to accommodate HVAC changes and additions and must be compatible with any VA directives for function and security. Supplemental work includes: the provision of domestic cold-water filtration, and distribution; RO water distribution; ceiling removal and replacement; floor tile removal and replacement; window replacement; asbestos abatement if encountered; and electrical system and lighting modification to support HVAC work.

Refer to the Contract Drawings and Specifications for more detailed information included in this work.

The project includes all the necessary demolition and new construction of walls, doors / frames, windows, electrical requirements, architectural finishes and new HVAC system requirements in order to satisfy the requirements in VHA Directive 1116.

Design a complete and functional user friendly environment in accordance with VHA Directive 1116 and all National Architectural, Electrical, Mechanical and Building Codes, ADA Requirements, Fire / Life / Safety and Security Codes, Joint Commission Compliance and VA Handbook 7176 Criteria, VA HVAC Design Manual.

This work will entail 40 storage spaces with CFM requirements varying from 25 CFM to 3200 CFM, but mostly under 100 CFM. Refer to attached drawings.

Vendor shall remove from site and recycle all materials and provide proof of recycling and weight of recycled material.

In order to minimize patient safety and inconvenience, and maximize a minimal down-time these are critical points to be adhered to:

1. No power will be disconnected unless approved by the COR in order to ensure that life safety and functionality to patient wards is considered the highest priority. Some after-hours work must be conducted and must be highly coordinated with the COR, the Electricians, Plumbers, HVAC, and the CVAMC medical staff.
2. The CVAMC is an open campus with 450 live-in patients and extensive out-patients. The contractor will be thoroughly briefed and responsible about the need for patient safety with respect to the use of tools.
3. Contractors will need to remain highly flexible to rearrange scheduling when necessary. An extensive partnership and coordination must be designed between the contractor, the Contracting Officer, the CVAMC engineering staff, and the CVAMC medical staff.

4. Contractors will pay very specific attention to removing power to life support systems and critical safety devices.
5. Contractors will warranty that all circuits are properly marked and tested.
6. ALL work will comply with National Electrical Code (NEC) National Fire Protection Agency (NFPA) 70E Standards for Electrical Safety in the Workplace, and NFPA 99, and Health Care Facility Codes.
7. All circuits affected will be annotated on blueprints to include as-builts. Three (3) hard copies and three (3) CD's will be provided prior to completion of project.
8. The contractor must provide their own storage. The CVAMC has a small field where a construction trailer can be placed only for the duration of the project. Parking shall occur only in approved places so the need to shuttle men and materials may be necessary. Work to be performed between the hours of 7am thru 5pm Monday through Friday. Any disruption of power to the facility must be coordinated through the aforementioned management. It is understood that there will be the need for after-hours work which must be extensively coordinated.
9. All exterior work will require a 6' chain link fence around the perimeter.
10. The contractor shall obtain all environmental and other necessary permits that would be required prior to construction commencing.
11. All works are to be in accordance with National Electrical Code (NEC), Joint Commission and the National Fire Prevention Administration (NFPA) codes.
12. Drawings containing sensitive areas and/or critical infrastructure such as security systems, IT server room, telecomm/data closets, etc., must be encrypted (FIPS 140-2 standard) during transmissions and at rest when outside of VA owned or managed facilities. Paper copies should not be left unattended and secured at all times when not in use (e.g., locked drawers and offices).
13. Contractor will be required to comply with physical security requirements to include checking in with the VA Police or VA sponsor/COR each time they come on site to perform services and obtaining a VA compliant ID badge which must be worn at all times while on VA property.
14. Contractor must be escorted by authorized VA personnel at all times while performing work in sensitive IT areas (i.e., telecommunications/data closets and server room).
15. When installing ceiling cassette-type air handlers and an existing acoustic ceiling is not present, then a new acoustic ceiling in that space shall be installed flush with the air handler per the manufacturers specifications.
16. Contractor will have 270 days from award of contract to complete the project.
17. Workdays consist of Monday to Friday 7 to 5 and off on all federal holidays. Any after-hours work may be required with appropriate approval with the COR.
18. Questions are to be directed to the Contracting Officer, Elizabeth.Morin3@VA.gov.

A. TRAINING:

Effective July 31, 2005, **all employees** of the general contractor and subcontractors shall have the 10-hour OSHA certified construction safety course. The **General Contractor's competent person** shall have completed the 30-hour OSHA certified construction safety course.

Documentation of training shall be submitted to the Contracting Officer for review and

approval prior to any work being performed. Failure to present the proper training documentation will result in the individual being removed from the job; the individual may only return after the proper documentation has been provided. There shall be no exceptions to this requirement.

It is the responsibility of the Contractor to provide TB training annually and a PPD test annually for any employees providing services at the VA Medical Center, Coatesville, PA. The government reserves the right to review the contractor's records. **Failure to present the proper training documentation upon the Contracting Officer's request will result in the individual being removed from the job; the individual may only return after the proper documentation has been provided. There shall be no exceptions to this requirement.**

B. PRIVACY AND CONFIDENTIALITY:

Contractors to the Department of Veterans Affairs may be unintentionally exposed to sensitive information. Information may be overheard, seen on documents or electronic devices, or observed that could potentially violate the privacy and confidentiality of our veterans, employees, volunteers, and their families. Regulations such as, but not limited to the Health Insurance Portability and Accountability Act of 1996 (HIPAA), Freedom of Information Act (FOIA) and Privacy Act of 1974 have been enacted to protect sensitive information from being improperly disclosed. Information should not be divulged or released to anyone unless specifically authorized in accordance with the contracted services. Failure to comply with applicable statutes and regulation can result in the termination of this contract and civil and criminal penalties, including fines and imprisonment. All suspected or actual breaches of the privacy and confidentiality should be reported immediately to the Contracting Officer, COR or the Facility Privacy Officer.

C. KEYS:

All keys provided the Contractor or any subcontractor for use during the project shall be returned to the COR at completion of the work or upon request. No keys shall be reproduced by the Contractor or any subcontractor. There shall be a charge for each key that is lost or not returned to the COR.

D. CONTRACTOR NORMAL WORK HOURS:

The contractor work hours are from 7:00AM to 4:30PM, Monday through Friday, excluding federal holidays. Federal holidays that fall on a non-work day –Saturday or Sunday—the holiday usually is observed on Monday if the holiday is on Sunday or on Friday if the holiday is on Saturday. The contractor may request authorization from the Contracting Officer to work an alternative schedule or on holidays. However, the Contracting Officer reserves the right to deny or authorize the contractor's request at his or her discretion considering the best interests of the Government. All federal holidays are observed as non work days. Federal holidays can be found on the following web site: <http://www.opm.gov/policy-data-oversight/snow-dismissal-procedures/federal-holidays>. These days will be identified during the pre-construction meeting.

This contract may require work to be performed off-hours, and any increased costs related to this work will be the responsibility of the contractor.

E. SAFETY OR ENVIRONMENTAL VIOLATIONS AND EXPERIENCE MODIFICATION RATE

All offerors shall submit information pertaining to their past safety and environmental record. The information shall contain, at a minimum, a certification that the offeror has no more than three (3) serious, or one (1) repeat or one (1) willful OSHA or any Environmental Protection Agency (EPA) violation(s) in the past three years. All offerors shall submit information regarding their current Experience Modification Rate (EMR) equal to or less than 1.0. This information shall be obtained from the offeror's insurance company and be furnished on the insurance carrier's letterhead.

Self-insured contractors or other contractors that cannot provide their EMR rating on insurance letterhead must obtain a rating from the National Council on Compensation Insurance, Inc. (NCCI) by completing/submitting form ERM-6 and providing the rating on letterhead from NCCI. Self-insured contractors or other contractors that cannot provide EMR rating on insurance letterhead from the states or territories of CA, DE, MI, NJ, ND, OH, PA, WA, WY, and PR shall obtain their EMR rating from their state run worker's compensation insurance rating bureau.

A determination of responsibility will be accomplished for the apparent awardee prior to processing the award. The above information, along with other information obtained from Government systems, such as the System for Award Management (SAM.gov), Vendor Information Pages (VETBIZ), Experian Credit Risk Score and Financial Stability Risk Score (Experian) and/or DUN and Bradstreet, Federal Awardee Performance and Integrity Information System (FAPIS) accessed through the Past Performance Information Retrieval System (PPIRS), Small Business Administration (SBA), Office of Inspector General-Health and Human Services (OIG-HHS), OSHA, Veterans' Employment & Training Services (VETS 4214) reporting database, and EPA online inspection history databases will be used to make the Determination of Responsibility. Any information received by the Government that would cause for a negative Determination of Responsibility may make the offeror ineligible for award. This requirement is applicable to all subcontracting tiers, and prospective prime contractors are responsible for determining the responsibility of their prospective subcontractors.

As required by the statutory requirement pertaining to the Veterans Benefits Act of 2003 (15 U.S.C. 657f) and in accordance with FAR 6.206, this procurement will be set-aside for Veteran Owned Small Business (VOSB) concerns. Only VOSB concerns who are verified in the Vendor Information Page (VETBIZ) and registered in System for Award Management (SAM.gov) will be eligible to submit proposals.

F. LOCATION OF UNDERGROUND UTILITIES:

Contractor cannot rely on available VA as-built drawings to identify all existing underground utilities. Prior to any excavating, contractor shall be required to make sure that the location of all underground utilities in excavation sites is accurately designated. Contractor shall be responsible for all costs related to identification of underground utilities. Contractor shall provide a comprehensive report on all underground utilities, which must include survey ground marks laid out and an illustration of job-site showing underground utilities. The Utility Location & Coordination Uniform Color Code shall be used for the ground marks and illustrations. Damage to underground utilities as a result of contractor's excavation activity shall be repaired at contractor's expense.

It may be necessary for contractor to employ the services of a Subsurface Utility Engineering firm to conduct surveys to locate all underground utilities in areas to be excavated. Such surveys might utilize geophysical prospecting techniques and electromagnetics. In some circumstances these conventional methods do not precisely locate the utilities, in which case the following additional means may be utilized: TV video pipe inspection, ground penetrating radar (for non-metallics), and vacuum excavation.

G. CONTRACTING OFFICER'S REPRESENTATIVE (COR):

(In accordance with VAAR 1.604 and 1.602-2) the COR assists in the technical monitoring or administration of a contract. Limited authority is given in writing by the Contracting Officer's letter of designation describing the COR's duties and responsibilities. The COR has no authority to make any commitments or changes that affect price, quality, quantity, delivery, or other terms and conditions of the contract (or provisions of the solicitation). The COR's authority is limited to contract administration functions delegated in writing by the Contracting Officer. In this solicitation and in the specifications, COR may be used interchangeably with Contracting Officer's Technical Representative (COTR), Resident Engineer, Project Engineer and Engineer/Engineering.

H. POINT OF CONTACT:

All questions are to be directed to the Contracting Officer at the CVAMC. Do not contact any A/E firm that may be identified herein. The A/E firm does not have the authority to share information with others or bind the government.

I. WAGE AND HOUR LAWS:

The Contractor shall be responsible for the correct title classification of workers and compliance with all applicable wage and hour laws.