



# Statement of Work

## NCO 22G Mesa and Phoenix Sound Management Requirement

19 August 2019

Network Contracting Office 22 Gilbert  
701-19-3-1815-0127

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### OBJECTIVE

The objective is to procure all design, equipment, accessories, and warranties required to provide a Sound Masking System at both the NCO 22G Mesa and Phoenix Offices. These units are necessary to protecting speech privacy currently not available and reduce noise distractions heard from individual offices and cubical areas.

### BACKGROUND

Providing systems to mask sound heard throughout each office location will ensure the organization's ability to achieve minimum speech privacy degrees for enclosed rooms per ASTM standard E-1130 as well as confidential and normal speech privacy correspondence to value of the Privacy Index (PI) needed by staff to perform daily duties.

The goal of this acquisition is to provide appropriate equipment necessary to provide a complete sound masking system for the staff at both Network Contracting Office 22 Gilbert Mesa and Phoenix Offices that are in conformance with plans and specifications provided.

### SCOPE

The contractor shall provide all materials, equipment and delivery necessary to complete the design, installation and programming of a complete sound masking system to satisfy the needs of each facility. Contractor shall also provide initial on-site training/in-service proper use of System at each facility as well as provide equipment in strict accordance with the Specifications, Statement of Work, schedule, and all other supporting documents required for this contract. The Contractor shall provide on-site hardware and installation warranties that shall start the date of Government acceptance.

### CONTRACTOR SPECIFICATION REQUIREMENTS

#### 1. **Conformance Standards:**

All design and materials accomplished pursuant to this contract shall comply with the latest edition of the following documents unless the contractor is directed otherwise by the Contracting Officer. Any exceptions must be approved in writing by the Contracting Officer prior to construction startup. Pertinent VA Criteria which can be downloaded from the Internet at <http://www.cfm.va.gov/TIL> including but not limited to:

- a. American National Standards Institute (ANSI): ANSI S3.2-09 Method for measuring the Intelligibility of Speech over Communications Systems
- b. Department of Justice American Disability Act (ADA) 28 CFR Part 36 2010 ADA Standards for Accessible Design

- c. Federal Communications Commission (FCC): (47 CFR 15) Part 15 Limitations on the Use of Wireless Equipment/Systems
- d. National Fire Protection Association (NFPA): 70-11 National Electrical Code
- e. National Electrical Manufacturers Association (NEMA) 250-08 Enclosures for Electrical Equipment (1000 Volts Maximum)
- f. Underwriters Laboratories, Inc. (UL) 305-08 Standard for Panic Hardware; 444-08 Safety Communications Cables; 636-01 Standard for Holdup Alarm Units and Systems
- g. Uniform Federal Accessibility Standards (UFAS), 1984
- h. UL 2043 - Standard for Fire Test for Heat and Visible Smoke Release for Discrete Products and Their Accessories Installed in Air-Handling Spaces; 1996
- i. UL1480 - Standard for Safety Speakers for Fire Alarm, Emergency, and Commercial and Professional Use
- j. ASTM E 1374-02 - Standard Guide for Open Office Acoustics and Applicable ASTM Standards
- k. ASTM E 1573-02 - Standard Test Method for Evaluating Masking Sound in Open Office Using A-Weighted and One-Third Octave Band Sound Pressure Levels
- l. ASTM E 1130-02e1 - Standard Test Method for Objective Measurement of Speech Privacy in Open Offices Using Articulation Index

## EQUIPMENT SPECIFICATIONS

**Brand Name or Equal To:** Cambridge Sound Management System

**Description:** Sound Masking System for medium multi-zone spaces that is capable of covering up to three diverse areas in facilities with drop-tile grid ceiling with average approximate height of 15ft.

**Salient Characteristics:** To be considered for the award of the Sound Masking System Requirement the following salient characteristics are necessary

### 1. Two (2) EA – QT300 3 Zone Control Module Specifications

- 3 Zone Control Module requirement per facility:
  - Mesa Facility: One (1) 3 Zone Control Module
  - Phoenix Facility: One (1) 3 Zone Control Module
- Must have three local control zone independent controls over the sound masking signal
- Coverage area of no less than 6,000 square feet per location
- Audio output shall each provide 4 uncorrelated channels of masking noise per zone
- Easy-interface LCD front panel to adjust system settings
- Include built-in clock with battery backup
- Capable of establishing time dependent masking level control, time-of day scheduling, and auto ramping
- Permit password protected access for control and monitoring via LAN/Browser interface
- Must allow for error reporting
- Include monitoring and control software
- Wall and rack mounting style options
- Shall incorporate user adjustable masking equalization 1/3 octave bands up to 6300Hz
- Shall incorporate user adjustable audio equalization 1/1 octave bands up to 8000Hz
- Masking min-max SPL +/- dBA 30 to 55 @ 1 meter
- Music/Paging Max SPL +/- dBA 56 @ 1 meter
- Volume level reduction up to 9 dBA

### 2. Thirty-four (34) EA – E-A-W-16-4 Adjustable White Emitter 4 Pack Specifications

- Adjustable White Emitter four pack requirement per facility:
  - Mesa Facility: Fourteen (14) to total fifty-six (56) individual emitters
  - Phoenix Facility: Twenty (20) to total eighty (80) individual emitters
- Include twist and lock slip-ring mount for adjustable plug and play installation
- Include UTP cable for acoustical tile mounting
- Include switches that allow their volume to be reduced up to 9 dB in 3 dB decrements
- Must have maximum output of 36 to 57 dB

- Uses at least four uncorrelated channels to reduce acoustical interference
- Capable of zoning down to 100sq and provide 180-degree dispersion of direct field sound masking
- Provide a frequency response of +/- dB in 1/3 octave bands over entire speech range as equalized by the control module

### 3. \*Six Hundred Fifteen (615) ft – CAT6-BK Category 6 Structure Cable Specifications

- \*Category 6 Structure Cable requirement estimate per facility:
  - Mesa Facility estimate: Two hundred and twenty (220) feet of cable
  - Phoenix Facility estimate: Three hundred and ninety-five (395) feet of cable

## TASK SPECIFICATIONS

The contractor shall install sound masking system and emitters per the manufacturer minimum specifications to include but not limited to:

### Task requirements per facility:

#### 1. NCO 22G Mesa Office Requirements

- Provide technical team responsible for assembly/installation of the equipment upon delivery
- Provide all equipment, supplies, and tools necessary to accomplish the assembly and installation of the equipment in the following locations:
  - All individual offices
  - Cubical area
  - Small and Large conference room
  - Waiting area and hallway outside conference room
- Provide on-site initial training in the proper set-up and use of the equipment.
- Provide technical assistance to all appropriate NCO22-G personnel regarding problems, concerns, updates, trouble-shooting issues that arise in reference to the equipment for a one-year period from date of installation.
- Area Layout: See Attachment E

#### 2. NCO 22G Phoenix Office Requirements

- Provide technical team responsible for assembly/installation of the equipment upon delivery
- Provide all equipment, supplies, and tools necessary to accomplish the assembly and installation of the equipment in the following locations:
  - Offices: 300.08, 300.09, 300.19, 300.20, 300.21, 300.22, 300.23, 300.24, 300.25
  - Cubical area
  - Hallway area outside of offices
- Provide on-site initial training in the proper set-up and use of the equipment.
- Provide technical assistance to all appropriate NCO22-G personnel regarding problems, concerns, updates, trouble-shooting issues that arise in reference to the equipment for a one-year period from date of installation.
- Area Layout: See Attachment E

### General Communication/Reporting

- Acknowledge receipt by written letter of the scheduled delivery, assembly, and installation of the equipment.
- Provide findings via written letter within 30 days from the date of the on-site installation visit. The findings shall be sent via written letter to the respective facility POC.
- Provide written notification of any action regarding software program upgrades status to the respective facility POC regarding equipment.

## DELIVERY INFORMATION

Customer shall also inspect items after installation, monitor contractor performance, and certify the work was done in accordance with the SOW.

**Items for the Mesa NCO shall be shipped to the customer at the following location:**

Name:	Valerie Smith
Section:	Administrative Officer
Address:	4135 S. Power Rd. Ste 103 Mesa, AZ 85212
Phone Number:	480-466-7913
E-Mail Address:	Valerie.Smith10@va.gov

**Items for the Phoenix NCO shall be shipped to the customer at the following location:**

Name:	Justin Hicks
Section:	Branch Chief – Construction Branch
Address:	777 E Missouri Ave, Suite 300. Phoenix, AZ 85014
Phone Number:	602-795-4493
E-Mail Address:	Justin.Hicks@va.gov

**PERIOD OF PERFORMANCE**

The period of performance will be 45 days from contract award.

**HOURS OF WORK:**

NCO 22 Gilbert Facilities	8:00 AM – 4:30 PM
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*\*\* Excluding National holidays.*

**NATIONAL HOLIDAYS:**

New Year's Day	January 01
Martin Luther King's Birthday	Third Monday in January
President's Day	Third Monday in February
Memorial Day	Last Monday in May
Independence Day	July 04
Labor Day	First Monday in September
Columbus Day	Second Monday in October
Veterans Day	November 11
Thanksgiving Day	Fourth Thursday in November
Christmas Day	December 25

If the holiday falls on a Sunday, the following Monday will be observed as a National holiday. When a holiday falls on a Saturday, the preceding Friday is observed as a National holiday by U.S. Government Agencies, and any day specifically declared by the President of the United States of America.

**OVERTIME & HOLIDAY PAY:** Any overtime and/or holiday pay that may be entitled to the Contractor's employees shall be the sole responsibility of the Contractor and shall not be billed to nor reimbursed by the Government.

## CONTRACTOR PERSONNEL

The Contractor shall not employ persons for work on this contract if such employee is identified to the Contractor as a potential threat to the health, safety, security, general well-being or operational mission.

Contract Personnel shall be subject to the same quality assurance standards or exceed current recognized national standards as established by the Joint Commission (JC).

1. **CHECK-IN/OUT:** Contractor shall sign in and sign out every day when entering and leaving the facility for the day.
2. **PARKING:** It is the responsibility of the contract personnel to park in the appropriate designated parking areas. All covered parking spaces are reserved. The contractor may park in any uncovered space that is available. The Contractor assumes full responsibility for any parking violations.
3. **SMOKING:** Contractor personnel may smoke only in designated areas. It is in fulfillment of this obligation that the facilities are committed to the establishment of a smoke-free environment. There shall be no smoking within 25 feet of all entrances to buildings. Smoking is allowed in all outside areas that are 25 feet away from entrances to buildings unless indicated otherwise.