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STATEMENT OF WORK FOR RENOVATION AND RELOCATION OF NUCLEAR MEDICINE AREA

1. PROJECT OVERVIEW

1.1 PURPOSE:

- A.** The Department of Veterans Affairs (VA) intends to renovate and relocate the nuclear medicine area at the South Texas Veterans Health Care Facility, Audie L. Murphy Site, located at 7400 Merton Minter Boulevard, San Antonio, Texas 78229.
- B.** This is a complete renovation project designed for the nuclear medicine area on the 2nd floor at Audie L. Murphy. The approximate square footage is 7,674.

The contractor shall be responsible for all phases of the project and each phase shall be subject to VA approval at designated project milestones. This project includes (but not limited to) all labor, materials, supplies, equipment, services, training, lighting, communications, security, building management systems floor plan, operation and maintenance manuals, as built drawings, permits, construction, installation and commissioning.

1.2 PROJECT ACTIVITIES:

- A.** The entire activity of the project will follow the following sequence of events:
 - i.** Pre-proposal Site Visit
 - ii.** Request for Proposal Submission
 - iii.** Award
 - iv.** Post Award Kick-off Meeting
 - v.** Notice to Proceed
 - vi.** Bonding & Insurance
 - vii.** Progress Reports (every weeks)
 - viii.** Permits (asbestos abatement)
 - ix.** Demolition, Construction, installation and commissioning of Phase I Area
 - x.** Relocating existing gamma cameras to new area

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- xi.** Demolition, Construction, installation and commissioning of Phase II Area
- xii.** Demolition, Construction, installation and commissioning of Phase III Area
- xiii.** Final Inspection
- xiv.** Acceptance
- xv.** Operations and Maintenance Manuals
- xvi.** Operations and Maintenance Training
- xvii.** AutoCAD Drawings (Design, Construction, As Built)
- xviii.** Payment
- xix.** Warranty

2. SCOPE OF WORK

2.1 GENERAL: The Contractor shall provide all necessary services to meet the program objectives and requirements and to provide the required outcome in terms of overall quality, timeliness and documentation. The Contractor shall be responsible for obtaining and coordinating the services of any and all third-party Contractors performing other services on site and other entities as part of the contract to ensure the expected quality, timely, and documented final product.

A. Location: South Texas Veterans Health Care Facility, Audie L. Murphy Site, located at 7711 Wurzbach, San Antonio, Texas 78229.

B. Normal work hours for VA sites are 7:00AM to 5:00PM Monday through Friday except for Federal Holidays. If the Contractor desires to work on Saturday, Sunday, holidays, or outside the project site's normal working hours the contractor must submit a written request for approval to the VA-COR at least seven (7) working days prior to the proposed start of such work.

2.2 DESCRIPTION OF WORK

A. System

- i.** The scope of this project is to renovate the Nuclear Medicine area to include their current space and the additional square footage of employee relation, radiation safety, a conference room, multimedia room and some general

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offices. The Nuclear Medicine area will be approximately 7,674 sf. This area consists of four camera rooms housing two gamma cameras and two GE NW670, negative air pressure rooms, storage areas, patient waiting area, sub waiting room, new offices, common work spaces, clean room, dirty room, changing room, camera reading room, control room, two hot labs, lead lined walls, shielding lead glass observation windows, oxygen, suction, computer work stations, IT/phone drops and emergency electrical outlets for all equipment. See drawings and specifications for additional information.

ii. Existing Site Conditions

- a. The Nuclear medicine relocation project will be constructed on the second floor of Audie Murphy VA medical center, San Antonio, TX.
- b. Contractor shall be responsible for verification of existing conditions ensuring to ascertain the site conditions that may affect required equipment clearances, electrical, plumbing, medical gas and mechanical requirements.
- c. Contractor shall be responsible for complying with all the construction documents and applicable Department of Veterans Affairs Master Specifications. An entire listing of the Department of Veterans Affairs Master Construction Specifications can be found at <http://www.cfm.va.gov/til/spec.asp>. Contractor must also comply with all applicable city, county, state, and federal regulations / codes and OSHA standards that may impact this project. Construction shall also comply with Infection Control Risk Assessment (ICRA) Standards Class and other construction safety requirements as noted in the construction documents.
- d. Contractor shall be responsible for removal of all ACM. Please see PSI asbestos survey/inspection. Any ACM left out of this report is the contractor's responsibility to abate and remove.
- e. Loads must be verified with a structural engineer for the new placement of nuclear storage safes in room 234 Hot Lab. If additional supports are required it is the contractors' responsibility to install. This will ensure storages safes can be placed in a safe manner.
- f. Contractor shall comply with the latest version of the VA Handbook 0730/2 Security and Law Enforcement Handbook for Security enforcement.
- g. Staging areas are the contractor's responsibility. All off site staging area is the contractor responsible. All costs of any and all offsite leased space is the contractor responsibility.

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- h. There will be NO contractor parking allowed on the VA campus. All contractors parking will be offsite and will be the contractor's responsibility. All costs of any and all offsite leased parking is the contractor responsibility.

iii. Physical Security

- a. Contractor shall furnish and install protective Horton automatic doors with card readers – super scan capabilities with safety sensors; wave function wall mounted on inside; maglocks with pass key on corridor side for doors 200 and 200a. See construction documents for additional information
- b. Contractor shall furnish and install a hard security ceiling for both hot labs. Both hot labs will also require card readers / pin pad combos, maglocks and a request to exit button. See construction documents for additional information.

iv. HVAC

- a. Building Management system shall have floor plan graphic on front end to show:
 - i. Floor plan with room numbers
 - ii. VAV numbers and rooms it serves
 - iii. Location in room of actual thermostats location
 - iv. Room temperatures
- b. Control sequence shall be established for temperature setbacks of 2 main group:
 - i. VAV's serving areas with medical supplies
 - ii. VAV's serving admin, common spaces, lounge
- c. Install new VFD for main air handlers. Including duct pressure sensors for critical supply trunks
- d. Return air and outside air dampers should be restored to operational status to ensure proper air delivery
- e. Run all new ducts, electrical, plumbing and any utilities below catwalk or at roof ceiling height. Catwalk must remain open for personal travel.
- f. VAV's and controllers should be accessible from cat walk or have expanded metal walk plat form installed for access.

2.3 DELIVERABLES

- A. Period of Performance: 450 Calendar days after Notice to Proceed

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- B. Performance and Payment bonds:** Due 10 Calendar days after award
- C. Proof of Insurance:** Due 10 Calendar days after award
- D. Contractor Quality Control Plan (CQCP):** The contractor shall develop a quality control plan and *shall furnish to VA for review no later than 30 calendar days after the receipt of notice to proceed.* The plan shall identify personnel, procedures, control, instructions, tests, records, and forms to be used. VA will consider an interim plan for the first 45 calendar days of operation. *Installation will be allowed to begin only after acceptance of the CQCP or acceptance of an interim plan applicable to the particular feature of the work to be started.* Work outside of the features of the work included in an accepted interim plan will not be permitted to begin until acceptance of a CQCP or another interim plan containing the additional features of the work to be started. After acceptance of the CQCP, the Contractor shall notify the Contracting Officer Representative (COR) in writing of any proposed change. Proposed changes are subject to acceptance by the Contracting Officer. Please see Appendix H for additional details.
- E. Safety Plan:** Comprehensive safety plan shall be implemented by the Contractor to eliminate injuries occurring relative to providing the design and installation services for this project. The plan shall also describe how final system installation will meet all applicable requirements of NFPA30 and NFPA30A. *Installation will be allowed to begin only after VA's acceptance of the Safety Plan.* Contractor is responsible for providing enough project lead time to allow for VA review of Safety Plan before acceptance. The Department of Labor OSHA requires that all Contractors involved in installation on VA owned or leased property comply with the Incorporation of General Industry Safety and Health Standards applicable to Installation Work and Technical Amendments, Final Rule 29 CFR Parts 1910 and 1926 as published in the Federal Register Volume 58, No. 124, June 30, 1993. In addition, any Contractor that performs construction type work on any VA project as defined by the Scope of the referenced regulation is required to; (1) Provide and maintain his own protective equipment and devices, etc; and (2) Require all sub-contractors used on site to follow these same provisions in the regulation.
- F. Environmental Plan:** Comprehensive environmental plan shall be implemented by the Contractor to prevent environmental pollution during, and as result of, construction operations under this contract. *Installation will be allowed to begin only after VA's acceptance of the Environmental Plan.* Contractor is responsible for providing enough project lead time to allow for VA review of the Environmental Plan before acceptance. The plan shall include the identification and resolution of chemical, physical, or biological elements or agents which adversely affect human health or welfare; unfavorably alter ecological balances of importance to human life or affect other species of importance to human.

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- G. Progress Reports:** Shall be submitted electronically every week to the Contracting Officers Technical Representative (COR) and address, at a minimum, the status of deliverables, project schedule, price and technical performance as they relate to the planned and actual work performed during the past two weeks, work planned for the following two weeks and address any open critical issues.
- H. Progress Meetings:** Will be held approximately every two weeks, will be approximately 1 hour in length, scheduled by the Contractor and shall be attended by COR.
- I. Permits:** Contractor shall submit all permits associated with this project to the COR. This shall include permits necessary with City of San Antonio and local Fire departments. The contractor shall be responsible for coordination with these offices. *Installation will be allowed to begin only after VA's acceptance of all permits.*
- J. Operations and Maintenance Manuals (O&M):** The Contractor shall provide three (3) complete sets of O&M manuals including a recommended spare parts list identifying components adequate for competitive supply procurement for operation and maintenance of the system. The O&M Manuals shall include maintenance and inspection for all equipment. A three-ring binder containing all of the O&M and electronic files on CD-ROM shall be provided within the binder.
- K. Operations and Maintenance Training:** The Contractor shall provide on-site O&M training for the location which will consist of two (2) formal on-site training sessions during a 30 day period to including but not limited to system operation, corrective and preventive maintenance and inspections.

The contractor shall provide training manuals that include the hands-on exercises, O&M data and troubleshooting guides necessary for personnel to assume full O&M responsibility for the system after completion of the training. *The contractor shall provide a written training syllabus for the topics and detailed training content for review and approval by the COR at least 60 days prior to the scheduled training.* The COR will schedule the training classes in advance at the convenience of the site. The COR may require the classes to be provided on non-consecutive days at the convenience of the site. The Contractor shall allow VA to video tape this training for official use, including in house instruction of personnel at a later date.

- O. Warranty:** Contractor shall provide a minimum three (3) year warranty from both the manufacturer and installer including parts and labor to include normal, premium or holidays hours. The Warranty period shall start on the date of Substantial Completion.

2.4 ACCEPTANCE

- A.** For the purposes of Warranty and payment for the work performed at a location, government “Acceptance” will be provided by the VA upon the completion of all of the following:
 - i.** The Contractor has demonstrated/ verified that the implemented ECMs function as intended at commissioning. All punch list items identified during the commissioning have been resolved.
 - ii.** The Contractor has provided O&M manuals.
 - iii.** The Contractor has provided Record drawings to include a CD with all as builds CAD files, one full set, one half set and one Mylar full set.

2.5 CONFIDENTIALITY AND NONDISCLOSURE

- A.** The preliminary and final deliverables and all associated working papers, application source code, and other material deemed relevant by the VA which has been generated by the contractor in the performance of this Order are the exclusive property of the U.S. Government and shall be submitted to the VA-COR at the conclusion of the contract.
- B.** The Contracting Officer will be the sole authorized official to release verbally or in writing, any data, the draft deliverables, the final deliverables, or any other written or printed materials pertaining to this contract. No information shall be released by the contractor. Any request for information relating to this contract presented to the contractor shall be submitted to the CO for response.
- C.** Press releases, marketing material or any other printed or electronic documentation related to this project, shall not be publicized without the written approval of the CO.
- D.** To the extent that the work under this contract requires that the contractor be given access to proprietary business, technical or financial information belonging to the Government or other companies, the contractor shall treat such information as proprietary business sensitive and agrees not to appropriate such information to its own use or to disclose such information to third parties unless specifically authorized by the CO in writing. A mutually agreed to agreement for exchange of sensitive information or nondisclosure agreement may be required.