

Plumbing Field Study for Lebanon VA Medical Center
Project 595-13-132
STATEMENT OF WORK (SOW)
As of May 14, 2013

Contract Number:	<i>(completed by the CO at time of award)</i>
Task Order Number:	<i>(completed by the CO at time of award if a TO)</i>
IFCAP Tracking Number:	
Follow-on to Contract and Task Order Number:	

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2. Contract Title

This project is titled: "Plumbing Field Study for Lebanon VA Medical Center." The VA intends to solicit for a field study that will identify the dead legs on the potable water distribution lines at the Lebanon VA Medical Center. Dead legs are commonly thought of as piping with low or infrequent flow in the domestic water system. It is essential to ensure the domestic hot water is always circulating in order to minimize dead-legs in pipe systems. The study will also produce a full set of as-built plumbing drawings. The study will be for both the domestic hot and cold water lines.

3. Background

This study will require detailed field site work to physically identify all the dead legs as defined in this solicitation. The work will include opening ceiling tiles and access panels so that Bidder can inspect and measure the distribution pipes to determine which lines fall within the dead leg definition as defined in this solicitation.

VA defines a dead-leg as a length of pipe with one end open to the system and the other end terminating at a cap, closed valve or fitting, or a plumbing fixture. The following is a breakdown of the types of dead legs that Bidder will need to identify as part of this solicitation:

1. Pipe lengths greater than 3 feet terminating at a cap.
2. Pipe lengths greater than 3 feet terminating at a closed valve.
3. Pipe lengths greater than 3 feet terminating at a fitting.
4. Pipe lengths greater than 3 feet terminating at an infrequently used plumbing fixture. An infrequently used plumbing fixture is a fixture where the hot water line is run less than once each day.
5. Pipe lengths greater than 25 feet terminating at a frequently used plumbing fixture. A frequently used plumbing fixture is a fixture where the hot water line is run at least once each day.

This study will provide to the VA a detailed set of plumbing as-builts in AutoCAD 12 reflecting all as-built site conditions as defined in this solicitation.

4. Scope

This project will take place at Lebanon VA Medical Center. The project will have a COR assigned to coordinate all VA functions. Project completion will be 120 days after notice to proceed. This is a multi-phase project that requires the bidder to access each floor, room, corridor, and area in Buildings 1, 3, 4, 5, 17, 18, 19, 22, 23, 24, 100, 101, and 102.

Phasing is high priority in order to reduce impact to the medical center and meet the requirement of 120 day completion. VA has identified which areas of the hospital shall be done in evenings, weekends, and during the normal business hours. The bidder is required to develop a phasing plan that meets the requirements for all tasks identified in this scope for completion time of 150 days. This phasing plan will be utilized throughout the duration of the project to ensure successful completion of 120 days after notice to proceed.

The COR will coordinate with the medical center and bidder to ensure these areas are cleared for bidder to perform study prior to work commencing in each area.

All work to be performed in accordance with:

General Requirements 01 00 00

Medical Center Requirements 01 01 10

Infection Control Risk Assessment - ICRA

Preconstruction Risk Assessment

Safety and Health During Construction VHA Directive 2011-036

All AutoCAD work be performed per VA Technical Information Library

(TIL): <http://www.cfm.va.gov/TIL/sDetail.asp>

Standard Details (PG-18-4)

The bidder shall develop a phasing plan based on parameters defined in the SOW and contract documents. The VA will coordinate all moves and relocations required to vacate rooms.

The Bidder shall comply with Infection Control Risk Assessment. The Bidder will meet with the infection Control Manager and COR for each area to obtain ICRA permit and approval prior to the commencement of any work.

Working Hours

Normal Business hours: Monday – Friday, 7:30 AM – 4:30PM

Evening Work: 6:00 PM – 5:00AM

Weekend Hours: Saturday and Sunday, 8AM – 6AM

Bidder shall not leave materials and working tools accessible when not in use. Bidder shall daily remove all tools and materials at the end of each working day.

5. Specific Tasks

Task #1: Identifying Dead Legs

The VA will provide to the Bidder the current plumbing (AutoCad) drawings for the campus. The drawings will be given to the Bidder as electronic files. The bidder shall print all drawings. Bidder shall use these as reference working drawings to mark up all field conditions identified in this solicitation. The VA will give the bidder an inventory of fixtures. (Attachment A). This inventory will be used by the Bidder as reference for site survey. The bidder shall verify this inventory and make updates to the inventory sheet to reflect site conditions.

The Bidder shall meet with each Department to survey the frequency of use for each fixture with that department's area. This frequency of use will be indicated on Attachment A. An infrequently used plumbing fixture is a fixture where the hot water line is run less than once each day. A frequently used plumbing fixture is a fixture where the hot water line is run at least once each day.

All Departments are listed on Attachment A.

The Bidder shall maintain an electronic spreadsheet of all dead legs identified. The Bidder shall provide daily to the COR the updated electronic spreadsheet. This spreadsheet shall be hand delivered to the COR and a copy emailed to the COR.

Bidder shall tag the wall or ceiling where the dead leg is located. This tag shall not deface the wall or ceiling after VA removal. This tag will be used by the VA to identify the dead legs that the VA will remove at a later date. Bidder shall clearly define the length of the dead leg on this tag and indicate date of inspection.

If a dead leg is not accessible, (run vertically or horizontally in drywall), then Bidder shall mark this section of pipe on the working drawings. The Bidder shall indicate on the drawings the length of this pipe.

The Bidder shall clearly indicate on the working drawings where the dead legs are located. The bidder shall indicate length of the dead leg on reference working drawings. The reference working drawings will be used for developing the as-built drawings. The Bidder shall maintain an electronic spreadsheet that clearly defines dead leg locations. The electronic spreadsheet shall have the following columns:

1. Building Number
2. Floor Number
3. Room Number
4. Dead Leg Location in Room
5. Is Dead Leg Accessible without demolition of Surface (Yes or No)
6. Length of dead leg pipe
7. Dead Leg Type
 - a. Dead Leg terminating at cap with pipe lengths greater than 3 feet.
 - b. Dead Leg terminating at closed valves with pipe lengths greater than 3 feet.
 - c. Dead Leg terminating at fitting with pipe lengths greater than 3 feet.
 - d. Dead Leg terminating at an infrequently used plumbing fixture with pipe lengths greater than 3 feet.
 - e. Dead Leg terminating at frequently used plumbing fixture with pipe lengths greater than 25 feet.
8. Date of inspection
9. Indicate drawing number of reference working drawing number where dead leg is indicated.
10. Length and location of Hot Water Pipe not insulated.

Bidder's electronic spreadsheet shall have summary row for totals of each dead leg type. Bidder will indicate on the working drawings where this dead leg intersects at the main distribution line. The Bidder will clearly mark this on the working drawings.

Bidder to verify all hot water distribution lines have insulation. IF there are section of distribution lines that do not have insulation, bidder to clearly mark this on the working reference drawings. Bidder to measure length of pipe without insulation and add that to the electronic spreadsheet.

Task #2: Identify Mixing Valves

The bidder is to identify if a mixing valve is installed on each hot water outlet in every room for applicable buildings. Hot water outlets include sinks, showers, and tubs. The Bidder shall maintain an electronic spreadsheet that clearly defines mixing valve locations. The electronic spreadsheet shall have the following columns:

1. Building Number
2. Floor Number
3. Room Number
4. Hot water devices within that room
5. Identify type of mixing or tempering device installed on each device.
(also indicate if no device is installed)

Task #3: Develop As-Built Drawings

The Bidder shall maintain marked up working drawings that reflect as-built conditions. These working drawings shall be used by the Bidder to generate AutoCAD as-builts drawings of the potable water distribution system. Once the Bidder completes site review for each floor, Bidder shall review the marked up drawings with the COR prior to the Bidder continuing to next scheduled area.

The Bidder will utilize the existing plumbing drawings, to prepare a complete set of plumbing as built drawings for the Lebanon VA Medical Center. These as-builts drawings will reflect all site investigation findings by Bidder as defined in this solicitation.

The Bidder shall use the VA's inventory of fixture count spreadsheet (Attachment A) to verify the reference drawings. This inventory shall be used with reference drawings, and field survey to generate the as-builts. The Bidder shall update this inventory sheet to reflect field site survey.

The Bidder's as-builts will depict all potable water distribution lines, valves, fixtures. The Bidder will verify the existing valve schedule and locations to prepare a valve schedule that reflects field conditions. This valve schedule will be inclusive in the as-builts. The Bidder will also prepare an electronic spreadsheet for the valve schedule. Spreadsheet will have the following columns:

1. Building Number
2. Floor Number
3. Room Number
4. Hot Water System
5. Valve Tag Number

6. Valve Type
7. Valve Manufacturer
8. Valve Model Number
9. Valve Size (inch)
10. Valve Pressure/Temperature Rating (psig/Def F)
11. Area Served

Bidder shall provide a comprehensive estimate for removal of each dead leg type.

Bidder shall provide the following hard copies of as-builts

- a. (4) sets E size. Sets to be bound.
- b. (4) sets ½ size. Sets to be bound.
- c. Electronic Auto Cad 2010 on a CD
- d. PDF copy, on a CD. Set to include all final mark up from bidder's working drawings.

Task #4: Hot Water Flushing Design

Bidder will design a manual crossover valve between the hot and cold water systems in each identified building. The purpose of this crossover is so that both the hot and cold water system can be superheated in the event of a superheating action.

Bidder will provide a full plan of what is needed, including drawings, specifications, and a parts list.

Task #5: Phasing

1. Bidder's phasing plan shall be delivered to COR within 15 days of receipt and signature of the contract. The VA will review the schedule to determine if all parameters have been met by Bidder. VA shall provide comments to Bidder within 5 days of receipt of schedule. If all parameters have not been met, then the bidder will revise the schedule in 2 days and resubmit to the VA for final approval.
2. Lebanon VA Medical Center Campus
 - i. As Referenced in Attachment A, all non-patient care areas shall be performed during normal business hours.
 1. All public restrooms will not be shut down in one phase. The schedule must allow for leaving at least one female accessible restroom and one male accessible restroom per floor.
 2. Public Restrooms on 1st Floors shall be done in evenings or weekends.
 3. Public Restrooms in Outpatient Clinics shall be done on evenings or weekends.
 - ii. As Referenced in Attachment A, all patient care areas shall be performed as follows.
 1. All Corridors for all buildings

- a. Work shall be done on evenings and weekends
- 2. Building 1:
 - a. Ground Floor areas
 - i. Entire area shall be worked on evenings and weekends.
 - b. First Floor area
 - i. Entire area shall be worked on evenings and weekends.
 - c. Operating Room (1-2B)
 - i. Entire area shall be worked on evenings and weekends.
 - ii. In the event of an emergency surgery, the VA will cancel the work being performed and the bidder may perform work the following evening or weekend.
 - d. Ambulatory Surgery Unit (1-2B)
 - i. Entire area shall be worked evenings and weekends.
 - e. 1-2A Bed unit
 - i. Area can be accessed during normal business hours and 2nd shift, upon coordination with Nurse Manager. No work will occur after 10 pm, and before 7 am.
 - f. 1-3A Bed Unit
 - i. Area can be accessed during normal business hours and 2nd shift, upon coordination with Nurse Manager. No work will occur after 10 pm, and before 7 am.
 - g. 1-3B Bed Unit
 - i. Area can be accessed during normal business hours and 2nd shift, upon coordination with Nurse Manager. No work will occur after 10 pm, and before 7 am.
 - ii. This unit is an inpatient psychiatry unit. A full inventory of tools will be taken by the contractor before entering. Upon exiting the unit, the inventory will be checked to assure all items have been accounted for.
 - h. 1-4B Bed Unit
 - i. Area can be accessed during normal business hours and 2nd shift, upon coordination with Nurse Manager. No work will occur after 10 pm, and before 7 am.
 - i. 1-4A Bed Unit

- i. Area can be accessed during normal business hours and 2nd shift, upon coordination with Nurse Manager. No work will occur after 10 pm, and before 7 am.
 - j. 1-5B Bed Unit
 - i. Area can be accessed during normal business hours and 2nd shift, upon coordination with Nurse Manager. No work will occur after 10 pm, and before 7 am.
 - k. 1-5A Area
 - i. This area is vacant and can be done any time.
 - l. Areas 1-2C, 1-3C, 1-4C, and 1-5C
 - i. These areas can be access during evening and weekends.
 - m. 1-6 Area
 - i. This are can be accessed during evening and weekends.
- 3. Buildings 3, 4, 5, 17, 19, 22, 23, 24, 102 – This building can be accessed during evening and weekends.
- 4. Building 18 – This Building can be accessed during evening and weekends.
 - a. 18-2 A and B are the exception. This are can be accessed during normal business hours.
- 5. Building 100 – This building can be access during normal business hours.
- 6. Building 101 - Area can be accessed during normal business hours and 2nd shift, upon coordination with Nurse Manager. No work will occur after 10 pm, and before 7 am.

6. Performance Monitoring

The COR and Bidder shall meet daily to review progress and to monitor the schedule and ensure work is in compliance with specifications. Any and all deficiencies will be corrected immediately unless unforeseen circumstances dictate otherwise. All deficiencies shall be tracked and reported. Upon bidder making corrections to deficient work the COR will sign off on all corrections. The deficiencies shall not be a reason for the project work schedule to be delayed. The bidder shall work evenings or weekends to correct deficiencies. The bidder shall request and be granted approval from the COR to work the hours to correct deficiencies.

7. Security Requirements

The bidder shall coordinate all work with COR prior to any field work. Bidder will not be authorized to work in any area without approval from COR.

8. Risk Control

Bidder shall comply with all specifications, policies, contract terms and conditions. These requirements are critical to protect the medical center from risks associated with this project. At the commencement of the project, the bidder will be required to meet with COR, VA Plumbing Inspector, Infection Control, and Safety Manager to review the bidder's schedule, Preconstruction Risk Assessment, ICRA permit, Safety and Health During Construction Directive, and Submittal Procedures. This criteria is essential to the success of minimizing risk to the medical center and meeting requirement of the SOW. Before any work can commence, the bidder shall get approval from COR for all these requirements.

Bidder shall comply with:

OSHA - Occupational Safety and Health Agency

EPA - Environmental Protection Agency

PADEP – Pennsylvania Department of Environmental Protection

NFPA 101 - Life Safety Code

TJC- The Joint Commission Accreditation of Healthcare Organizations

AHERA - Asbestos Hazard Emergency Response Act

NESHAPS - National Emissions Standards for Hazardous Air Pollutants Asbestos Standards

NFPA - Applicable codes published by the National Fire Protection Association

ASTM – American Society for Testing and Materials

UFAS – Uniform Federal Accessibility Standards

Design Guide for the Built Environment of Behavioral Health Facilities
National Association of Psychiatric Health Systems (NAPHS) Guidelines for the
Built Environment of Behavioral Health Facilities: April 2007:
<http://www.naphs.org/Teleconference/documents/BHdesignguideSECONDEDITION.FINAL.4.27.07.pdf>

9. Period of Performance

The bidder shall complete requirements in this SOW 120 days after notice to proceed. After notice to proceed, the bidder will have 15 days to send in schedule for approval. The VA will have 5 days to review schedule.

10. Delivery Schedule

Bidder shall submit a work schedule for VA approval with a detailed price break down for each feature of work. Schedule shall meet all requirements in the SOW.

11. Evaluation

The Government will award a contract resulting from this solicitation to the responsible Bidder whose offer conforming to the solicitation will be most advantageous to the Government, price and other factors considered. The following factors shall be used to evaluate offers:

Technical Capability – The Government will evaluate the Bidders' understanding of the Governments requirements, its understanding of the nature of the work to be performed under the prospective contract; Bidders' organization and technical team of staff, partners, consultants, and sub-bidders to perform the work, Bidders' technical approach for fulfilling the requirements; an assessment of the likelihood that the Bidder's capabilities will enable them to meet Government requirements; and an assessment of any risks that could potentially lead to the Bidder's poor performance and could jeopardize the success of the contract.

Past Performance – Identify all contracts of similar type, scope, size and complexity that are ongoing, or have been completed within the past five years. The following information shall be provided for each contract.

Name and address of the contracting activity

Name and telephone number of contact person

Dates of contract performance (beginning and ending)

Total dollar value of contract

Brief description of the project scope and services offered

Note: Please advise your references to expect contact from VA Lebanon personnel regarding customer satisfaction with your products and services and your compliance with and fulfillment of the requirements of previous contracts. Information utilized in past performance evaluation will be obtained from the references provided by the Bidder, and may also be obtained from other sources such as customers known to the Government, others who may have useful and relevant information, and Government databases.

Price

Technical and past performances, when combined, are more important than price.