

Statement of Work Air Handler Upgrades

1. Overview

This project is to upgrade an existing HVAC system from a 100% outside air system to a return air system and such modifications as necessary to accomplish this task.

All work shall be planned and scheduled such as to minimize the construction activity's impact on the operation of the medical center. Contractor shall plan on performing not less than 90% of the work occurring at night and/or on weekends. Work shall be conducted in phases so as to minimize disruption of hospital operations.

All work shall be conducted with strict adherence to Cheyenne Medical Center and Veteran's Health Administration infection control requirements as outlined in the specifications.

Microsoft Project 2007 shall be used by the Contractor to schedule work for the project. The project schedule shall be sent to the VA COR after NTP and a minimum of two weeks prior to start of work to allow for coordination with hospital staff.

System startup and commissioning will be the responsibility of the Contractor and witnessed by the COR and engineer of record.

2. Scope of Work

- 2.1. Contractor shall provide all labor and materials necessary to complete the work as outlined in the construction documents dated February 17, 2012.
- 2.2. It is the responsibility of the Contractor to properly assess the contract drawings and site conditions for the installation of the work as called out in the drawings and specifications. If there is a discrepancy between the specifications and the construction drawings, the specifications or the more stringent condition shall apply.
- 2.3. Contractor shall be responsible for submitting RFI's for clarification of the work shown in the construction documents to the Contracting Officer prior to the bidding of the work.
- 2.4. Contractor shall be responsible for submitting RFIs for field conditions discovered in the course of work to the COR for clarification once the contract has been let.
- 2.5. Contractor is responsible for supplying all tools and equipment necessary to perform this work.
- 2.6. All shut-downs must be submitted a minimum of two weeks in advance to the COR for approval. Hot work permits are required and must be submitted a minimum of 3 days in advance for approval by the facility Safety Manager.
- 2.7. Contractor shall maintain a set of contract drawings on site to record progress and as-built conditions which shall be updated no less than once a week.

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- 2.8. Operation and Maintenance manuals are the responsibility of the Contractor and shall be written in such a manner as to facilitate work and maintenance on provided systems and equipment.
- 2.9. Schedules are to be updated weekly and submitted to the COR. A three week look ahead of all work to be performed shall be provided at each weekly project meeting.
- 2.10. All work performed shall comply with VA Master Specifications. It is the responsibility of the Contractor to understand and comply with all applicable municipal, county, state, and federal codes, laws, ordinances, standards, rules and regulations. All work shall be completed to generally accepted trade standards and accomplished in a workmanlike manner.
- 2.11. All workers must have completed a 10 hour OSHA certified Safety course prior to the start of work. Prime Contractor's Supervisors must have successfully completed certified 30-hour OSHA training.**
- 2.12. Electricians and supervisors on this project must show that they have taken an Arc Flash Safety Course.

3. Security Requirements

- 3.1. THE CONTRACTOR SHALL COMPLY WITH AGENCY PERSONAL IDENTITY VERIFICATION PROCEDURES IDENTIFIED IN THE CONTRACT THAT IMPLEMENT HOMELAND SECURITY PRESIDENTIAL DIRECTIVE-12 (HSPD-12), OFFICE OF MANAGEMENT AND BUDGET (OMB) GUIDANCE M-05-24, AND FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATION (FIPS PUB) NUMBER 201.
- 3.2. THE CONTRACTOR SHALL INSERT THIS CLAUSE IN ALL SUBCONTRACTS WHEN THE SUBCONTRACTOR IS REQUIRED TO HAVE ROUTINE PHYSICAL ACCESS TO A FEDERALLY-CONTROLLED FACILITY AND/OR ROUTINE ACCESS TO A FEDERALLY-CONTROLLED INFORMATION SYSTEM.
- 3.3. Every worker must wear a valid VA ID badge at all times to work on this site. The VA Police will issue day badges to workers who produce valid IDs. Right-to-work documentation will be required for workers who are not US citizens.

4. Safety Requirements

- 4.1. Contractor shall adhere to the facility safety policy attached to this solicitation.

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5. PLACE OF PERFORMANCE

VA Medical Center, Cheyenne
2360 E. Pershing Blvd
Cheyenne, WY 82001

6. Travel

The contractor shall not charge travel costs to the Government.

7. HOURS OF WORK

7.1. Hours of work will typically be after hours; from 1600 hrs to 2400 hrs. It is anticipated that 90% of the contractor will occur during this time period or on weekends from 0730 hrs to 1600 hrs.

8. Schedule and general requirements

8.1. Construction shall be completed 120 calendar days from Notice to Proceed.