

# **STATEMENT OF WORK**

**(VHA SOP 160-010-01 Item #4)**

**PROJECT NUMBER:** 679-20-104

**PROJECT TITLE:** EHRM Infrastructure Upgrades – Tuscaloosa, AL.

## **SCOPE OF WORK:**

Contractor shall supply all materials, supervision, and labor to complete Project 679-20-104 EHRM Infrastructure Upgrades – Tuscaloosa, AL per contract drawings and specifications. Work includes the demolition, installation, and new upgrades of the following infrastructure: Electrical (electrical panel upgrade, power (normal and emergency)), Bonding, UPS, Overhead power distribution in new Data Center, Building Management System interfaces, HVAC, expansion and renovation of existing space, communication (Data outlets, patch panels, upgrade to Cat 6A cable), physical security upgrades, fiber infrastructure backbone campus wide within and between buildings, install diversified path to new Data Center for WAN, hazardous material abatement, demolition of Greenhouse Building 101, and construction of new stand-alone Data Center Building 151.

- Greenhouse Building 101: Work includes the demolition of existing Greenhouse Building 101, all existing utilities, site features, and septic system connected to the building.
- New Data Center Building 151: Work includes but not limited to civil site work, mechanical enclosures, walls, new sidewalks, site grading, drainage system, utility connections, landscaping, signage, and new gravity sewer pipe with manholes. New physical security features such as reinforced concrete ram-proof wall, fix-in-place bollards, and removable bollards.
- New Fiber duct bank network: Work includes but not limited to demolition and replacement of various site hardscapes such as asphalt roads, parking lots, concrete sidewalks, landscaping, signage, lighting, etc.
- Building locations include: 1, 2, 3, 4, 5, 6, 12, 17, 18, 38, 39, 40, 41, 46, 61, 63, 101, 135, 137, 138, 143, 145, 146, 147, 149, 151, and the campus.

In addition to the above requirements, Contractor shall abide by all VA safety rules and regulations, and provide specifics/guidance/references, and/or link to the VA safety rules and regulations National Fire Protection Association (NFPA) and National Electrical Code (NEC) codes.

**HOURS OF WORK:**

Normal working hours for this contract will be from 7:00am to 4:30pm (local time) Monday through Friday except for weekends and established Federal Holidays. Performing on-site work outside normal working hours will require approval from the Contracting Officer and COR. Requests shall be submitted via email at least 72 hours prior to the requested date and at no additional cost to the Government. Approvals are subject to the availability of on-site staff.

**WORKING CONDITIONS:**

The buildings and the surrounding site areas will be occupied, and Government operations will continue a normal, temporary, or restricted basis for the duration of the contract. The Contractor shall take all precautions to ensure that his operations are conducted in a manner so as not to interfere with the normal operation of surrounding facilities. The Contractor shall execute work in a safe manner and shall not subject personnel to unsafe conditions. The Contractor shall provide safety barricades, devices, and equipment to protect personnel and property and repair damage caused by construction operations. Take all precautions to protect the building and its occupants during the construction period.

**PERIOD OF PERFORMANCE:**

730 calendar days from Notice to Proceed (NTP)

**DISPOSAL:**

Disposal of materials removed under this contract at an approved disposal site in accordance with all local, state, and federal laws, regulations, and guidelines are the Contractor's sole responsibility. The contractor shall adhere to all OSHA requirements concerning removal, transporting, and disposal of the material. The contractor shall provide records of receipts for all recycled and waste material to the COR including specific quantities for VA environmental records.

**CLEAN-UP:**

The Contractor shall keep the area neat and tidy and free of debris at the end of each workday.

**PERMITS:**

The Contractor shall be responsible for obtaining any licenses and permits and complying with any laws, codes, and regulations applicable to the execution of this work as required Federally and by the State of Alabama.

**WARRANTY:**

The contractor warrants the work to be free from defects in materials and workmanship for a period of 1 year from the date of final acceptance of the work. Contractor shall provide a minimum one (1) certified year warranty, unless specified otherwise in the specs, 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 Final Payment issued in IPPS from VA.

**QUALITY ASSURANCE:**

The Contracting Officer reserves the right to conduct any inspections or perform any tests deemed necessary at any time during the execution of the contract to determine conformance with the requirements of these specifications.

**SUBMITTALS:**

Contractor shall provide with their quote manufacturer's descriptive literature for items mentioned in the project package (STATEMENT OF WORK, SPECS, and DRAWINGS) with Data Sheets and/or Shop Drawings.

**SAFETY:**

Contractor to provide proof that all employees have tested negative for Tuberculosis prior to arriving on campus. Contractor to provide proof that the Supervisor has completed the 30-hour OSHA course and proof that all subcontractors have completed the 10-hour OSHA course prior to arriving on campus.

**IDENTIFICATION, PARKING, SMOKING, AND VA REGULATIONS:**

The Contractor's FSE shall always wear visible identification and face coverings (surgical masks, bandanas, reusable masks) while on the premises of the Tuscaloosa VA Medical Center. Contractor shall only park in the appropriate designated parking areas. Information on parking is available from the Tuscaloosa VA Medical Center Police Section. Tuscaloosa VA Medical Center will not invalidate or

make reimbursements for parking violations of the contractor under any conditions. Smoking is prohibited on the campus of Tuscaloosa VA Medical Center except in designated locations. Possession of weapons is prohibited. Enclosed containers, including tool kits, shall be subject to search. Violations of VA regulations may result in citation answerable in the United States (Federal) District Court, not a local district, state, or municipal court.

### **OBTAINING VA IDENTIFICATION BADGE:**

Contractor shall contact the Contracting Officer's Representative (COR), upon contract award, to receive instructions on how to obtain a VA Identification Badge during the performance of this contract.

### **SECURITY:**

The Contractor shall ensure compliance by its employees with the security regulations of the Veterans Administration where work is performed under this Contract. Contracted employees shall self-register at <https://www.tms.va.gov/SecureAuth35/> . Once registered, enroll in class VA10176 VA Privacy and Information Security Awareness and Rules of Behavior. Contractors shall provide signed certifications of completion to the Contracting Officer's Representative (COR) prior to starting work on this contract. Photography or Video on medical center premises is strictly prohibited. Additionally, pursuant to 38 CFR 1.218(b) (23): Use of recording devices of any kind to record patients or employees is strictly prohibited. VA-designated employee shall provide escort in sensitive areas (e.g. patient areas, MACPAC, HAS, or any areas where sensitive information is kept) and in OIT areas.

### **SITE VISIT:**

The Contractor should visit the site to determine the full extent of the work. Failure to inspect the site will not constitute grounds for a claim after contract award. **A site visit is scheduled for Wednesday, March 19, 2025, at 9:00 AM (CST) at Building 5 Conference Rm. 210.** COR, Keyonna Y. Fuller, Healthcare Engineer, telephone number 205-554-2000 ext. 3035, email: Keyonna.Fuller@va.gov.

## **RECORDS AND INFORMATION MANAGEMENT**

Project No. 679-20-104

Project Title: EHRM Infrastructure Upgrades – Tuscaloosa, AL.

Upon completion or termination of the applicable contract(s) or agreement(s), return and/or destroy, at Covered Entity's option, VA information gathered, created, received, or processed during the performance of the contract(s) or agreement(s). No data will be retained by Business Associate, or contractor, subcontractor, or other agent of Business Associate, unless retention is required by law and specifically permitted by Covered Entity. As deemed appropriate by and under the direction of Covered Entity, Business Associate shall provide written assurance that all VA information has been returned to Covered Entity or destroyed by Business Associate. If immediate return or destruction of all data is not possible, Business Associate shall notify Covered Entity and assure that all VA information retained will be safeguarded to prevent unauthorized Uses or Disclosures.

Prior to termination or completion of this contract, contractor/subcontractor must not destroy information received from VA, or gathered/created by the contractor in the course of performing this contract without prior written approval by the VA. Any data destruction done on behalf of VA by a contractor/subcontractor must be done in accordance with National Archives and Records Administration (NARA) requirements as outlined in VA Directive 6300, *Records and Information Management* and its Handbook 6300.1 *Records Management Procedures*, applicable VA Records Control Schedules, and VA Handbook 6500.1, *Electronic Media Sanitization*. Self-certification by the contractor that the data destruction requirements above have been met must be sent to the VA Contracting Officer within 30 days of termination of the contract.