New England Healthcare System 1 | Togus VA Medical Center (402)
1 VA Center
Augusta, ME 04330
https://www.va.gov/maine-health-care/

CONSTRUCTION SCOPE OF WORK
ELECTRONIC HEALTH RECORD MODERNIZATION (EHRM)
INFRASTRUCTURE UPGRADES - TOGUS, ME

Project Number: 402-22-700

Project Title: Electronic Health Record Modernization (EHRM) Infrastructure Upgrades - Togus, ME

1. Overview:

The Department of Veteran Affairs is in the process of migrating from its existing Computerized Patient Record System (CPRS) to a new Electronic Health Records Modernization (EHRM) platform. The new EHRM will help Veteran's Affairs (VA) to provide safe care for veterans, while also helping find and respond to information more quickly and accurately, freeing up time and energy to do things such as interact with patients more, consider medical decisions more in-depth, and double-check work before administering or performing a treatment or procedure.

This Scope of Work is for the performance of work associated with construction documents for the project designed by 402-22-700 EHRM Infrastructure Upgrades – Togus, ME at the Togus VA Medical Center (VAMC), located at 1 VA Center, Augusta, ME, 04330. See attachments:

- SOW - Att 01 - Drwg - Vol 1A - 02182026 - EHRM Infra Upgrades - Constr - Togus
- SOW - Att 02 - Drwg - Vol 1B - 02182026 - EHRM Infra Upgrades - Constr - Togus
- SOW - Att 03 - Drwg - Vol 1C - 02182026 - EHRM Infra Upgrades - Constr - Togus
- SOW - Att 04 - Drwg - Vol 2 - 02182026 - EHRM Infra Upgrades - Constr - Togus
- SOW - Att 05 - Drwg - Vol 3 - 02182026 - EHRM Infra Upgrades - Constr - Togus
- SOW - Att 06 - Drwg - Vol 4 - 02182026 - EHRM Infra Upgrades - Constr - Togus
- SOW - Att 07 - Specs - Vol 1 - Div 00-01 - 02182026 - EHRM Infra Upgrades - Constr - Togus
- SOW - Att 08 - Specs - Vol 1 - Div 02-14 - 02182026 - EHRM Infra Upgrades - Constr - Togus
- SOW - Att 09 - Specs - Vol 3- 02182026 - EHRM Infra Upgrades - Constr - Togus
- SOW - Att 10 - Specs - Vol 4 - 02182026 - EHRM Infra Upgrades - Constr - Togus
- SOW - Att 11 - Haz Mat Report - EHRM Infra Upgrades - Constr - Togus
- SOW - Att 12 - Geotechnical Report - EHRM Infra Upgrades - Constr - Togus
- SOW - Att 13 - Const Sch - 02132026 - EHRM Infra Upgrades - Constr Togus
- SOW - Att 14 - Design Calcs - 02182026 - EHRM Infra Upgrades - Constr - Togus
- SOW - Att 15 - Design Narrative - 02182026 - EHRM Infra Upgrades - Constr – Togus
- SOW - Att 16 - Submittal Reg - 02182026 - EHRM Infra - Upgrades - Constr – Togus
- SOW - Att 17 - Memo - Phy Sec Compliance - EHRM Infra Upgrades - Constr – Togus
- SOW - Att 18 - Memo - Prj Stnd Compliance - EHRM Infra Upgrades - Constr – Togus

- SOW - Att 19 - PCRA 1 - TR Constr - EHRM Infra Upgrades - Constr - Togus
- SOW - Att 20 - PCRA 2 - Cabling and Data Outlets - EHRM Infra Upgrades - Constr - Togus
- SOW - Att 21 - PCRA 3 - MCR and Trench Work - EHRM Infra Upgrades - Constr - Togus
- SOW - Att 22 - TS-000 - EHRM Infra Upgrades - Constr - Togus
- SOW - Att 23 - Cut Sheet 01 - EHRM Infra Upgrades - Constr - Togus
- SOW - Att 24 - Cut Sheet 02 - EHRM Infra Upgrades - Constr - Togus
- SOW - Att 25 - Cut Sheet 03 - EHRM Infra Upgrades - Constr – Togus
- SOW - Att 26 - Cut Sheet 04 - EHRM Infra Upgrades - Constr - Togus
- SOW - Att 27 - Cut Sheet 05 - EHRM Infra Upgrades - Constr - Togus
- SOW - Att 28 - Cut Sheet 06 - EHRM Infra Upgrades - Constr - Togus
- SOW - Att 29 - Cut Sheet 07 - EHRM Infra Upgrades - Constr - Togus
- SOW - Att 30 - Cut Sheet 08 - EHRM Infra Upgrades - Constr - Togus
- SOW - Att 31 - Cut Sheet 09 - EHRM Infra Upgrades - Constr - Togus
- SOW - Att 32 - Cut Sheet 10 - EHRM Infra Upgrades - Constr - Togus
- SOW - Att 33 - Cut Sheet 11 - EHRM Infra Upgrades - Constr - Togus
- SOW - Att 34 - Cut Sheet 12 - EHRM Infra Upgrades - Constr - Togus
- SOW - Att 35 - Cut Sheet 13 - EHRM Infra Upgrades - Constr - Togus
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- SOW - Att 39 - Cut Sheet 17 - EHRM Infra Upgrades - Constr - Togus
- SOW - Att 40 - Cut Sheet 18 - EHRM Infra Upgrades - Constr - Togus
- SOW - Att 41 - Cut Sheet 19 - EHRM Infra Upgrades - Constr - Togus
- SOW - Att 42 - Cut Sheet 20 - EHRM Infra Upgrades - Constr - Togus

The contractor shall provide all services, materials, labor, supervision, safety, certification, and expertise for items described in the A/E provided Construction Documents; drawings, narrative, calculations, and specifications. Work shall be phased in a manner that is not disruptive to Medical Center Operations. The contractor shall, within thirty (30) days after receiving the NTP, submit a revised schedule which will supersede the proposed schedule. The revised schedule will be subject to VA approval and must show the project being accomplished within the timeframe specified on the SF 1442.

The scope of this project includes, but is not limited to, the following infrastructure improvements:

- The architectural demolition, reconfiguration, expansion, and renovation of existing spaces. The architectural construction of new finished spaces, doors, and flooring systems.

- The structural alteration of existing structural components, and construction of new structural equipment support,
- Electrical upgrades including electrical panels, normal and critical power distribution, bonding, Uninterrupted Power Supplies (UPS), lighting, and new power outlets.
- The installation and programming of Building Automation System (BAS) equipment and interfaces,
- Upgrades to existing HVAC, reprogramming of existing controls, and the installation of new HVAC and new controls.
- The modification of existing plumbing to avoid Telecommunication Rooms, and the installation of new plumbing to support new mechanical systems, and interior drainage.
- Upgrades to data communication infrastructure including new data outlets, patch panels, seismic rated IT racks, cable management, in building as necessary. This includes the re-cabling of all existing data cabling within the entire campus to CAT 6A.
- Upgrade of the fiber infrastructure backbone, campus wide both within buildings and between buildings and all associated civil site construction and landscaping.
- Civil site work, including the installation of concrete duct banks, installation of new pre-cast manholes, the excavation and repair of existing building waterproofing, and the restoration of site conditions.
- The abatement of asbestos and lead based paint, including the preparation of an abatement plan in accordance with the requirements of the Maine Department of Environmental Protection.
- The installation of a radon mitigation system, including the preparation of detailed working drawings that are signed by a radon mitigation contractor registered with the State of Maine.
- Fire Suppression Upgrades including new gaseous suppression systems, and the modification of existing fire sprinkler systems. New fire sprinkler system for the new MCR Building.
- Fire Alarm Upgrades.
- Firestopping and fire caulking for all wall and floor penetrations within the project scope.
- Physical security upgrades including Physical Access Control, intrusion detection, and security cameras, as shown on the contract drawings.
- The project buildings include: 200, 200E, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 221, 232, 235, 238, 240, 248, 255, 300, BQ1, BQ3, BQ4, BQ27, BQ32, BQ69, MRI, and site.

The contractor shall, with no exception, read, understand, and incorporate the document titled, “Infrastructure standard for Telecommunication Spaces” dated July 1, 2021, Version 3.1. (and incorporated PDF attachments nested within) This document serves as the basis of design for all construction documents and lists the requirements in coordination with the specifications for this project.

2. Execution

The Contractor will perform all work and provide the labor, materials, and equipment needed to meet this Statement of Work (SOW) and the following Construction Documents. The government shall not loan or provide any labor or equipment. The government is not responsible for costs incurred due to mismanagement of labor or lack of proper equipment.

3. Quality of Work

The contractor shall provide new work related to new construction and renovation. The contractor shall validate all field conditions. The contractor is responsible for site dewatering where required. The contractor shall provide all labor and equipment to fulfill construction document deliverables and commissioning of systems related to disciples of work; demolition, abatement, civil, structural, architectural, fire protection, plumbing, mechanical, electrical, and information technology. The contractor shall provide opportunities for inspection of each discipline.

The contractor shall provide the Togus VAMC with the proper skilled labor, equipment, materials, supplies, and supervision for performance of all work indicated or referenced within this Statement of Work and by the corresponding Construction Documents (plans, specifications, VA TIL publications and other provided documents) for a 100% functional and certified product upon completion.

The Site Safety and Health Officer, the QA/QC manager, and the Superintendent shall be distinct and independent duties fulfilled by individual persons with minimum 5 years' experience in Healthcare Mechanical System installations. The Site Superintendent and the QA/QC manager shall be dedicated to this project alone, and not share duties of concurrent or future projects. These incumbents shall have OSHA 30 Hour Certification, minimum. All other incumbents shall have OSHA 10 Hour Certification.

The contractor is required to demolish/remove abandoned infrastructure (empty conduits, abandoned piping, etc.) as necessary to facilitate the work. No infrastructure shall be abandoned in place. Work that is installed without proper coordination of existing utilities or poor workmanship will be rejected and reinstalled at no additional cost to the Government.

All new work shall be neat, co-located, and organized. Coordinate MEP work with maintenance access, existing systems, and new work. All work shall be parallel and perpendicular to building components and structures.

The contractor shall provide administrative requirements including insurance, bonding, Infection Control Risk Assessment permit, all required safety documentation, participate in construction progress meetings, submittals, close-out documentation, warranty, as-built drawings, and all other documentation specified.

The result and deliverable of this project is a fully functional, compliant, VA Network with new infrastructure.

4. Code Compliance

All NEC/NFPA and other applicable healthcare facility codes referred to in specification or VHA Publications such as VHA Directive 1028 and Electrical Design Manual are applicable to this project and will be strictly enforced. Seismic requirements published on the VA Technical Information Library (TIL) are applicable. Any deviations or work that is non-conformant to standards, regulations, or specification shall be removed and corrected at no cost to the Government. The VA adopts the most current versions of the NFPA and other applicable publications. The contractor shall provide an arc flash and coordination study shall performed, stamped, and field adjusted by a Professional Electrical Engineer and technician.

Installation of electrical systems shall be performed by licensed or journeymen electrician; provide documentation via submittal. Installation of communications systems shall meet all requirements for EHRM and other VHA Publications related to OIT Infrastructure Upgrades. The contractor shall coordinate with VA with all aspects to revised EHRM program requirements. These requirements may be revised and modified in the construction phase with evolving requirements and constraints applicable to a 100% fully functioning VA Network. The contractor shall adopt new publications with specific work results from EHRM and Veteran's Health Administration (VHA) publications with regard to EHRM. All current VHA Directives, Specifications, Guidebooks, and other TIL references are applicable at the time of bid. (https://www.cfm.va.gov/til/) (https://www.va.gov/vhapublications/)

5. Existing Conditions

The Contractor is expected to be familiar with the existing conditions and the work to be performed. The Contractor shall verify all areas requiring work as stated in the Overview portion of this Statement of Work prior to the commencement of work.

6. Location of Work

All work associated with this project will be completed at the Togus VA Medical Center, located at 1 VA Center, Augusta, ME, 04330.

7. Pre-Bid Walkthrough

A pre-bid walkthrough will be held on site and scheduled by the Contracting Officer (CO). Questions may not be asked on site or directed to individuals. All questions shall be in writing and submitted to the CO by the specified deadline. An attempt to provide responses for questions that do not make the deadline will be made, but there is no guarantee that they will be answered.

8. Period of Performance

This contract is expected to start upon Notice to Proceed (NTP) and be completed within 730 calendar days of issuance. It is expected that the contractor will work on administrative submittals and long lead time items during the first part of the NTP. No work, including administrative, will begin prior to the NTP.

9. Phasing of Work to Limit Operational Impacts

The contractor shall reduce facility impact and plan accordingly. The contractor shall work and coordinate with the VA to schedule "cut over" times for new utilities and infrastructure. The contractor shall give thirty (30) calendar days of notice for interruption of any service/utility. The contractor shall phase, and plan work accordingly, including but not limited to performing work outside of normal operating hours, weekends, holidays, and shift work. Specific working hours for the project areas are assigned in the ICRA Classification Table, which is located in Specification Section 01 36 26 VA Safety Requirements. Normal working hours for this contract will be from 6:00AM to 5:00PM (local time) Monday through Friday except for weekends and established Federal Holidays.

The contractor shall phase work appropriately so that medical center operations and network utilities are not impacted adversely and are operational throughout the construction sequence. Any construction impacts that will include excessive noises or smells in clinical areas will need to be performed after hours or on weekends.

10. Construction Schedule

The Contractor shall provide to the VA an extensively detailed Gantt Chart construction schedule indicating workflow and impact in a "three-week look ahead" format which shows last week, this week, and next week. Work progress shall be discussed weekly at construction progress meetings. This schedule must be updated every week, prior to the construction progress meeting.

Any impacts to VA operations must clearly be identified on the construction schedule.

The Contractor shall attend weekly meetings. The Contractor shall provide a meeting agenda prior to each meeting. The contractor shall provide meeting minutes to the VA within one week of the meeting occurrence. The contractor shall provide a three week look ahead schedule prior to each meeting.

11. Working Hours

The Contractor shall discuss work hours with the Contracting Officer's Representative (COR) prior to the commencement of work. To avoid operation impact, much of this work will be required to be performed after hours. Specific working hours for the project areas are assigned in the ICRA Classification Table, which is located in Specification Section 01 36 26 VA Safety Requirements. The

Contractor and COR will agree on the hours of operations for each portion of work. The Contractor is responsible for notifying the VA of the time, location, and work to be performed during off-hour engagement. Any construction impacts that will include excessive noises or smells in clinical areas will need to be performed after hours or on weekends.

12. Daily Work Reports

The Contractor shall complete and submit Daily Work Reports to the VA. The daily reports shall be completed on forms prepared by the Contractor, acceptable to the COR, and shall be submitted to the COR at the conclusion of each workday.

Daily reports shall include photographs of existing conditions, work in progress, and the finished conditions.

13. Hazardous Materials and Recycling

The contractor shall remove all hazardous materials as necessary to fulfill the demolition and construction requirements of this project. The contractor shall prepare an abatement plan in accordance with the requirements of the Maine Department of Environmental Protection. This plan must be coordinated with the findings in Attachment: 402-22-700 Togus EHRM -100% Construction Documents Specification Appendix A.

For the new Main Computer Room Building, the contractor shall install a new radon mitigation system. As required by Specification Section 23 85 00, the contractor is responsible for the preparation of detailed working drawings that are signed by a radon mitigation contractor registered with the State of Maine.

All recyclable materials shall be recycled at appropriate facilities. Invoices or receipts related to the recycling of construction waste shall be sent to the Contracting Officer's Representative. Demolition management plans for recycled items shall be submitted to the COR. Items with scrap value such as engine generators, transfer switches, copper conductions, and other valued items shall have scrap tickets submitted to the COR. The Government has first right of refusal on all items. The contractor is responsible to move retained items into storage on site and protect during demolition and transportation.

14. Request for Information (RFI)

Any deviations in required work items from the Construction Documents and this SOW shall come in the form of an RFI through an electronic submittal software. The contractor must use a construction management software that is accessible by VA personnel using the VA network. The A/E shall provide the first response and the VA shall provide the Final Response. The Contracting Officer is the only entity

that can approve changes that impact the Scope of Work and Contract Cost. Any contractual changes will come in writing from the CO.

The contractor shall maintain an RFI Log throughout the duration of the project and update it weekly to reflect the most current RFIs being tracked.

15. Submittals, Inspection, and Acceptance

The contractor will not be able to mobilize onsite until all critical submittals have been approved by the VA COR. The critical submittals have been identified in SOW – Att 16 – Submittal Reg – 02182026 – EHRM Infra Upgrades – Constr - Togus.

The contractor shall use an electronic submittal tracking system for management of submittal status. An initial submittal register will be provided to the contractor. Within one week of NTP, the contractor shall provide to the VA a complete electronic submittal register for review and acceptance. All submittals for each item must be approved prior to purchase and/or installation per the specifications. The contractor will be required for all tracking and updating of the submittal register throughout the life of the project. The contractor must provide the updated submittal register prior to the weekly construction progress meeting, and with all progress payment requests.

The submittal register must include the following:

- Project Safety Plan
- OSHA Certifications
- Letter of Superintendence
- Quality Assurance/Quality Control (QAQC) Plan
- Demolition Debris Management Plan
- Asbestos and Lead Based Paint Abatement Plan, per Maine DEP requirements.
- Radon Mitigation Plan, prepared by a State of Maine certified mitigation contractor
- Environmental Protection Plan
- Infection Control Plan
- Project Schedule
- Coordination planning before each “feature/division” of work
- All Submittals/Samples required by Project Specifications and Project Drawings including but not limited to:
    - Description of each product
    - Submittal Drawings and/or Manufacturer’s literature/data as required by the specifications
    - Samples as required by the specifications
    - Test reports as required by the specifications

- Material Certificates of compliance
- Buy American Act Compliance
- Contractor certification
- Recycled Content of sustainable materials specified
- Installer qualifications
- Warranties
- Operations and Maintenance Manuals
- Training Documentation

- Additional submittals may be required at the request of the Contracting Officer or COR. A comparison of products for QA/QC may be requested by the COR and CO.

The A/E and COR will approve/disapprove Contractor submittals. Any submittal that is disapproved shall be addressed by the Contractor in a timely manner. If more time is needed to address disapproved submittals, the Contractor may ask, in writing, for additional time from the COR. The VA has a pre-determined number of working days to review submittals once the A/E has provided comment. Information regarding number of days for the submittal process can be found in the project specifications.

The COR will accomplish inspection and acceptance of the work on behalf of the Contracting Officer. Any work that is to be enclosed (earth, concrete, etc.) shall be inspected by the COR prior to covering. All work must be accepted by the COR on behalf of the Contracting Officer. All work not performed in accordance with the contractual requirements shall be removed and replaced at no cost to the Government. All workmanship/quality of work is subject to acceptance.

16. Safety / Security

The Contractor is wholly responsible for work site safety. The Contractor shall implement a safety program that protects the lives and health of personnel inside and immediately surrounding the work area, prevents damage to property, and avoids normal work or patient flow interruptions. To accomplish this end, the Contractor shall provide an OSHA certified Competent Person to be onsite at all times while work is being performed, erect appropriate safety barricades, signs, signal lights, etc. as well as comply with the requirements of all Federal, State, and Local safety laws, rules, and regulations. The Contractor must submit copies of certifications for safety training of the Competent Person stationed onsite to the COR before work begins.

17. Commissioning

The contractor shall provide a Third Party Commissioning Agent for the duration of the construction project. The contractor shall submit a Commissioning Plan prepared by the Commissioning Agent that

outlines the commissioning process. The plan shall identify the logistics, schedules and management protocols associated with the commissioning process. The plan shall be updated by the Commissioning Agent as required to accommodate project logistical changes.

Commissioning during the construction is intended to achieve the specific objectives required by with Specification Section 01 91 00 General Commissioning Requirements.

18. Parking

Due to limited parking, campus size, and multiple ongoing construction projects, the contractor shall limit on-site vehicles to the minimum number required for daily operation.

19. Interim Life Safety Measures During Construction

The contractor shall provide all required Interim Life Safety Measures (ILSM), as necessary, to provide temporary compensation for hazards when NFPA 101 Life Safety Code deficiencies cannot be immediately corrected, or during periods of construction and maintenance activities. The contractor shall coordinate with the VA Safety Department for all ILSM related work.

The contractor must comply with the requirements of NFPA 241 Standard for Safeguarding Construction, Alteration, and Demolition Operations. These may include fire watch, signage for alternate exits, temporary fire alarm and detection systems, additional firefighting equipment, temporary construction partitions that are smoke tight, and additional training.

The contractor shall notify the VA of any required Hot Work at least two (02) weeks in advance.

20. Relocation of Equipment and Furniture as Necessary to Complete the Work

The Contractor is required to relocate furniture and workstations as necessary to complete the work. The Contractor can move furniture and equipment within a space for construction purposes, but if furniture will be removed from the space and OIT equipment will need to be unplugged and moved, coordination with the Interior Designer and OIT, respectively, will be paramount and a two week notice will need to be provided.

21. Infection Control Risk Assessment

The Infection Control procedures and requirements for this project are extensive. The contractor must adhere to the ICRA classifications assigned throughout the design documents. The contractor must adhere to the mitigation requirements of the associated ICRA classifications. The contractor shall identify their mitigation procedures as part of their daily reporting.

The VA will perform regular walkthroughs and audits of the contractor's compliance with the requirements. Stated ICRA classifications are per the direction of the VA and are non-negotiable.

22. Test and Performance

The Contractor shall notify the Contracting Officer's Representative two (2) weeks in advance of any performance, inspection, or acceptance tests that are to be conducted. The tests shall be performed in the presence of the Contracting Officer's Representative. If a VA representative is not present during the time of any performance, inspection, or testing, the procedure may be required to be performed again, at no cost to the Government.

23. Liability of Contractor

Any damage to government property caused by the Contractor shall be repaired or replaced by the Contractor at no cost to the government.

The Contractor shall not disconnect any service or utilities without prior approval of the COR. No less than a 30 day notice shall be given to the COR if interruption is needed. The government will not be held liable for any costs incurred due to time constraints needed for service or utility interruptions.

24. Certification and Accreditation

****The Certification and Accreditation (C&A) does not apply, a Security Accreditation Package is not required****

In accordance with the Contract Security Checklist required by VA Directives 6500 and 6500.6. Contractor owned laptop computers or remote connections from a contractor system to a VA internal trusted (i.e., non-public) network will not be required or involved in this project. As a result, C&A (Certification and Accreditation) requirements do not apply, and a Security Accreditation Package is not required.

25. Site Cleanup and Restoration

The Contractor shall remove waste generated from the worksite on a scheduled basis. Waste shall be deposited in an appropriate dumpster provided by the Contractor, located in an area approved by the COR and removed from the grounds weekly or when full. The Contractor is responsible for the procurement of waste services, and no government leased, or owned dumpster shall be used to dispose of construction waste.

Damage of interior and exterior items such as lawns, walls, ceiling tile, and any other Government owned equipment shall be repaired/replaced at no cost to the Government.

Upon completion of work, the Contractor is responsible for any punch list items accrued during the final walkthrough by the Contracting Officer's Representative. This contract will not be fulfilled until all items

are addressed in a timely manner, inspected by the Contracting Officer's Representative, and have written approval.

26. Training

The contractor shall provide training, as required by specification, to VA maintenance and operation staff. The contractor shall provide a preventative maintenance document to the VA that indicates manufacturer recommendations for all items within the scope of work. The contractor shall perform all system commissioning and acceptance, prior to any training. Commissioning and/or certification of components and functional testing shall be completed thoroughly and witnessed by the COR.

27. Spare Parts

The contractor shall supply one additional set of all preventative maintenance items such as lubricants, fuses, filters, valves, and other required spare parts to the VA Facilities Department.

28. Closeout

The contractor shall provide a two week notice to the COR for the onsite Final Walkthrough and Punch List for Acceptance as well as other planned milestones.

The contractor shall provide a 1-year warranty on all items within the Scope of this Project, subject to latent defects, per 52.246-21 Warranty of Construction.

29. Redline

During the construction period, the contractor shall maintain a set of redline prints of the Construction Documents and Shop Drawings for project record document purposes. The contractor shall track the redlines as the construction progresses. The Project Manager will certify that these documents are up to date when the contractor submits a pay application. The closeout procedure cannot commence until the redlines have been submitted to the VA for approval.

30. Progress Payments

In order to invoice requests to be approved for payment, the following must be up to date and provided:

- Certification that says Redlines for the work has been completed
- Submittal Log
- RFI Log
- Change Order Log
- Critical Path Method Schedule