STATEMENT OF WORK
Project No 516-CSI-134
Prepare Site for Installation of a New PET/CT
Bay Pines VA Health Care Center – Bay Pines, FL

1. **Background and Objective**

1.1. This project transforms existing Nuclear Medicine spaces on the second floor of Bay Pines Building 100 to establish a new PET/CT suite, comprising a scan room (new Siemens Biograph Vision 600 PET/CT scanner), control room, and equipment room, alongside a renovated toilet and improved patient check-in. Simultaneously, the south side of the suite will be reconfigured to accommodate a new hot lab, toilet, thyroid scanning room, three uptake rooms, and an office. Phased construction will maintain ongoing Nuclear Medicine operations, adhering to ICRA guidelines and incorporating manufacturer-specified lead shielding for the new PET/CT scanner. The Project Duration (NTP to Final Completion) is estimated at 401 calendar days or 287 working days (13 months and 5 days) and will be executed in phases to minimize disruption to ongoing operations. These phases will include some work periods that must occur on weekends to accommodate the continued use of the existing PET/CT scanner and other Equipment in the same suite.

1.2. The project creates a new PET/CT Scan Room (2C118) and Control Room 2C107 in the footprint of the existing Imaging Room 2C118 and adjacent Dosage Admin 2C107 and Storage 2C107A. A new PET/CT Equipment Room (114) will be carved out of the nearby, reconfigured corridor areas. Also, the project modifies several areas within the Nuclear Medicine suite. Modified areas include Check-In 2C129 to provide better patient privacy. The new Med Gas closet 2C129A will house functions previously located in Storage 2C107A. Existing Toilet Room 2C122D will be gut renovated to facilitate the installation of lead-lined gypsum board walls and lead-lined door and frame. New fixtures will replace existing fixtures in the same arrangement once the shielding features are added. Along the south side of the Nuclear Medicine Suite, several rooms will be modified to create a new Hot Lab 2C120, a new Toilet 2C124A, and a Consult Room 2C125A. Three new patient uptake rooms and an office will round out the upgrades in this area. New interior modifications will be limited to small areas in phases to facilitate continued operations of the Nuclear Medicine suite with minimal interruptions. The construction areas will be properly sealed off in accordance with ICRA requirements. The new PET/CT scanner and associated spaces will be fully supported with new lead-lined shielding infrastructure per the manufacturer's requirements. The Project Drawings and Specifications shall govern in the event of any discrepancies with this Statement of Work.

1.3. The Project Drawings specify several items requiring the contractor's coordination and approval from the PET/CT manufacturer, Siemens. Specific coordination details, contact information, and the RFI process with Siemens will be provided at Notice to Proceed. Additionally, the contractor shall coordinate with Siemens and support them as necessary for their installation of the scanner.

2. **General Requirements**
   2.1. General Requirements are included in the Project Specifications under Division 1 – General Requirements, and include numerous VA policies and procedures that the contractor must follow, such as scheduling, submittals, safety, and several other topics. Also refer to Division 2 – Existing Conditions, which includes details on the handling of demolition and Asbestos-Containing Materials. The Project Specifications shall govern in the event of any discrepancies with this Statement of Work.
   2.2. Per Specification Section 01 00 00, the contractor is responsible for thoroughly preparing the site for renovations and improvements. This includes tasks such as abatement, demolition, and the removal of existing structures. The scope of work involves providing the necessary labor and materials for the renovation of the Nuclear Medicine Suite.
   2.3. All work shall comply with VA design manuals, project drawings, and specifications.
   2.4. Contractor staff shall comply with VA security procedures and must obtain proper identification badges.

3. **Site Preparation and Intent**
   3.1. Prepare the site for construction operations, including removal of designated building elements and protection of existing finishes.
   3.2. Provide all labor, materials, tools, and equipment necessary to complete the project in accordance with contract documents.
   3.3. Coordinate site visits and access with the COR.

4. **Security and Access Control**
   4.1. Implement the VA-required Security Plan covering physical and administrative security for the duration of the project.
   4.2. Ensure all workers display badges and follow VA Police instructions.
   4.3. Secure all sensitive information and follow EDMS procedures for electronic document control.

5. **Operations and Storage Areas**
   5.1. Confine all construction activities and storage to areas approved by the COR.

5.2. Maintain clear access to medical center roads, entrances, and pathways.
5.3. Strategize material deliveries into occupied buildings and schedule to minimize patient interaction.
5.4. Minimize noise, vibration, and disruption to clinical operations.

6. **Utility Coordination**
   6.1. Maintain continuous utility service to the facility (water, electricity, communications, fire protection, HVAC), except for rooms temporarily closed for use, as applicable.
   6.2. Submit requests for utility shutdowns at least 7 days in advance; major shutdowns require 21 days' notice.
   6.3. Provide temporary utility systems where needed to prevent operational interruptions.
   6.4. Ensure all utility work is coordinated with the COR.

7. **Construction Phasing and Scheduling**
   7.1. Work shall be phased to avoid disruption to 24/7 medical center operations.
   7.2. Submit a phased construction plan detailing activities, dates, tempo protections, and system interruptions.
   7.3. Provide the COR with two weeks’ notice before starting work in any room/area.
   7.4. Coordinate all work to align with clinical scheduling requirements.

8. **Alterations and Protection of Existing Conditions**
   8.1. Perform a pre-construction survey of existing conditions, documenting surfaces, equipment, and finishes.
   8.2. Protect all existing materials, equipment, and building components from damage throughout construction.
   8.3. Immediately repair and restore any damaged utilities, finishes, or systems.
   8.4. At project completion, restore all disturbed areas to original or better condition.

9. **Environmental and Waste Handling**
   9.1. Remove all demolition debris, equipment, and waste from the site per VA requirements.
   9.2. Government-retained items must be stored where directed by the COR.
   9.3. PCB-containing equipment, if encountered, shall be disposed of according to EPA and DOT requirements.

10. **Testing, Balancing, and Commissioning**
    10.1. Submit a detailed written Testing and Commissioning Plan before commencing work.

10.2. Pre-test all systems before requesting final testing.

10.3. Conduct final testing in the presence of the COR, AE & Commissioning Agent and provide all instruments, labor, and materials required.

10.4. All system components must be operating simultaneously during testing (HVAC supply/return, exhaust, controls, etc.).

11. **Documentation and As-Built Requirements**

11.1. Maintain two complete sets of continuously updated as-built drawings.

11.2. Submit as-built drawings in electronic PDF format at the end of each construction phase.

11.3. Apply the same requirements to all shop drawings.

12. **Warranty Management**

12.1. Submit a Warranty Management Plan 30 days before the pre-warranty conference.

12.2. Participate in joint 4-month and 9-month warranty inspections with the VA.

12.3. Follow priority response codes (1, 2, 3) for warranty service, with response times ranging from 4 hours to 3 days.

12.4. Tag all warranted equipment with VA-approved labels.

13. **Training and O&M Manuals**

13.1. Provide complete operation and maintenance manuals (electronic and hard copy) for all installed equipment.

13.2. Provide factory-trained personnel to conduct training for VA staff.

13.3. Ensure training includes operation, maintenance, safety, and system integration.

14. **Construction Signage**

14.1. Provide and install a VA-compliant construction sign as shown in the project drawings.

14.2. Maintain and remove signage at project completion.