

## **Performance Work Statement (PWS)**

### **One Time Annual Inspection of Fire Alarm and Suppression Systems** **Orlando VA Medical Center**

1. **GENERAL:** The Contractor shall provide all management, supervision, personnel, services, materials, supplies, facilities, transportation, and general and specialized equipment necessary to test and document for annual inspections for the Orlando Veterans Affairs Medical Center (OVAMC) located at 13800 Veterans Way Orlando, FL 32827.
2. **Background:** Fire Alarm system inspection and testing are required to be performed for Joint Commission certification. Failure to maintain certification will prevent facility from performing patient care services
3. **Description of Services/Introduction:** The OVAMC has a requirement to ensure all facility buildings meet the fire safety requirements of NFPA 101, NFPA 99 and the Joint Commission requirements. This includes performing annual tests on the fire alarm system, fire sprinkler systems, portable fire extinguishers, fire/smoke dampers, fire suppression and control systems required testing. Inspections of kitchen hoods suppression system and kitchen hood cleaning are also required.
- 3.1 **Testing & Inspecting Specifications:** The contractor shall perform the following testing and inspection on all pertinent equipment. The equipment listing is listed on the attached document of this PWS. Work shall include the following items:
  1. Fire alarm system testing for the Orlando VAMC.
  2. 100% tests and inspections of all manual pull stations.
  3. 100% test and inspections of all ceiling and duct smoke detectors and heat detectors.
  4. Sensitivity tests of all smoke detectors using approved methods, calibrated test instruments and Underwriter Laboratory-approved testing equipment.
  5. 100% test and inspection of all audio and visual devices (bells, chimes and strobes).
  6. Test 100% restorable heat detectors & 20% static test on non-restorable heat detectors.
  7. 100% test and inspection of all door holders/closers.
  8. 100% quarterly tests and inspection of the control panels/NAC Panels. Services shall include but not limited to testing and confirming that all control, auxiliary supervisory and remote signaling functions are operating as originally designed.
  9. All tests of initiating devices and indicating appliances shall be tested in a manner recognized by the manufacturer and governing authorities.
  10. All smoke detectors shall be tested using only NFPA APPROVED methods and instruments.
  11. All control equipment shall be tested for proper voltage during all troubles and alarms.
  12. 100% of devices on each initiating and signaling zone shall be disconnected to determine proper supervision of wiring.
  13. A complete inventory of tested devices and equipment shall be provided to the COR. A complete field report of the results of all inspections shall be provided each day while on site. The final report shall be submitted as stated in the Deliverables section of this document.

Discrepancies found during the inspection shall be listed on the last page of each report. Re-checks or re-tests of all corrected discrepancies shall be made at the next quarterly inspection. Each report shall be stamped "DISCREPANCIES" OR "NO DISCREPANCIES" in red, using times new romans 14 font. This shall be on the top of the front page of all reports.

14. VA will provide access to all control panels and peripherals as needed for the inspections.

4. **DELIVERABLES:** Upon completion of each inspection and/or testing, the contractor shall complete a Report of Inspection and Testing. Contractor shall provide unlocked electronic copies of all documentation to the COR. Contractor shall also tag systems which are found to be defective, in need of corrective action, or are in violation of NFPA Standards. Contractor shall immediately notify the appropriate VA COR of all items needing immediate maintenance, repairs, replacement, or additions which, in the judgment of the contractor, may be necessary and reasonable to ensure the highest degree of protection in accordance with NFPA 72 for fire alarms, NFP A 25 for Water-Based fire Protection Systems, NFP A 13 for sprinklers, and 24/7 monitoring.

6. **Period of Performance:** Service to be performed on **October 19, 2022 – October 27, 2022.**

7. **Security Requirements:** Contractor personnel performing work under this contract shall be escorted by a VA employee always during inspection. The C&A requirements do not apply, and that a Security Accreditation

#### 8. RECORDS MANAGEMENT LANGUAGE FOR CONTRACTS (NARA)

- a. Citations to pertinent laws, codes and regulations such as 44 U.S.C chapters 21, 29, 31 and 33; Freedom of Information Act (5 U.S.C. 552); Privacy Act (5 U.S.C. 552a); 36 CFR Part 1222 and Part 1228.
- b. Contractor shall treat all deliverables under the contract as the property of the U.S. Government for which the Government Agency shall have unlimited rights to use, dispose of, or disclose such data contained therein as it determines to be in the public interest.
- c. Contractor shall not create or maintain any records that are not specifically tied to or authorized by the contract using Government IT equipment and/or Government records.
- d. Contractor shall not retain, use, sell, or disseminate copies of any deliverable that contains information covered by the Privacy Act of 1974 or that which is generally protected by the Freedom of Information Act.
- e. Contractor shall not create or maintain any records containing any Government Agency records that are not specifically tied to or authorized by the contract.
- f. The Government Agency owns the rights to all data/records produced as part of this contract.

- g. The Government Agency owns the rights to all electronic information (electronic data, electronic information systems, electronic databases, etc.) and all supporting documentation created as part of this contract. Contractor must deliver sufficient technical documentation with all data deliverables to permit the agency to use the data.
- h. Contractor agrees to comply with Federal and Agency records management policies, including those policies associated with the safeguarding of records covered by the Privacy Act of 1974. These policies include the preservation of all records created or received regardless of format [paper, electronic, etc.] or mode of transmission [e-mail, fax, etc.] or state of completion [draft, final, etc.].
- i. No disposition of documents will be allowed without the prior written consent of the Contracting Officer. The Agency and its contractors are responsible for preventing the alienation or unauthorized destruction of records, including all forms of mutilation. Willful and unlawful destruction, damage or alienation of Federal records is subject to the fines and penalties imposed by 18 U.S.C. 2701. Records may not be removed from the legal custody of the Agency or destroyed without regard to the provisions of the agency records schedules.
- j. Contractor is required to obtain the Contracting Officer's approval prior to engaging in any contractual relationship (sub-contractor) in support of this contract requiring the disclosure of information, documentary material and/or records generated under, or relating to, this contract. The Contractor (and any sub-contractor) is required to abide by Government and Agency guidance for protecting sensitive and proprietary information.