

Scope of Work to Design and Install Turn-Key Fitness Centers for VA Facilities

SCOPE OF WORK

GENERAL REQUIREMENTS

1.1 GENERAL INTENTION

- A. Contractor shall provide all labor, materials, and equipment to design and complete site preparation and installation of commercial grade fitness center equipment at ten Department of Veterans Affairs (VA) facilities as outlined below. Contractor will provide a turn-key solution for each of the identified facilities, which will include onsite training on equipment use for Fitness Center Coordinators at each site. The facilities are [name of facilities].
- B. Prospective bidders are encouraged to tour job sites to acquaint themselves with conditions as they actually exist. Inspection may be arranged through the VA Facilities Engineering at each site. Failure to tour job site will not relieve the successful bidder to whom the contract is awarded from performing all work in accordance with project drawings and these specifications.
- C. Tentative Schedule:

Action Item	Date
Request for proposal issued	XX/XX/XX
Pre-proposal conference	XX/XX/XX
Proposal submitted	XX/XX/XX
Short list determination	XX/XX/XX
Presentations	XX/XX/XX
Contract award	XX/XX/XX
Notice to proceed to design	XX/XX/XX
Installation and training completion/final inspection/custody receipt	XX/XX/XX

1.2 STATEMENT OF BID ITEM(S)

Design, install, and test commercial grade fitness equipment as a turn-key solution for each of the identified VA sites within Veterans Integrated Service Network (VISN) XX. Equipment will include commercial grade elliptical trainers, commercial grade treadmills, commercial grade upright cycles, commercial grade recumbent cycles, commercial grade stair climbers, commercial grade adaptive motion trainers, commercial grade core and strengthening equipment, and interlocking rubber fitness center flooring. Vendor to provide site evaluation, equipment, delivery, installation, and instruction for site coordinator on location.

- A. Provide site designs for existing, defined space at each of ten facilities within VA VISN XX.
- B. Deliver and install commercial grade equipment listed. Contractor shall tour and prepare the existing space as needed to accommodate equipment. Contractor shall deliver and install equipment.
- C. Contractor shall provide onsite training to Fitness Center Coordinators at each facility and provide printed, illustrated instruction sheets for each piece of equipment.
- D. Contractor shall be responsible for ensuring that all equipment is correctly and safely installed and secured as necessary.
- E. Contractor is responsible for compliance with applicable local and national codes and regulations.

1.3 EQUIPMENT

Commercial grade equipment includes cardio training equipment with pre-set programs for user selection, suspension systems to cushion impact and withstand rigorous, daily use by multiple individuals with a wide range of resistance levels, and programs for use by individuals with a broad range of aerobic capacity.

- A. **Flooring:** Durable, polymeric-bound recycled rubber inter-locking tile, specifically designed for weight room, size 24 inch by 24 inch, 3/8 to 1/4 inch thickness.
- B. **Treadmills:** Durable, commercial grade equipment with a heavy duty frame and a wide cushioned deck for absorption control and quiet operation. Equipment must have an adjustable responsive belt speed. A user-friendly interface will allow for multiple pre-set programs for touch selection by user, as well as essential start, stop, speed, and incline adjustments. Equipment to have an internal self-cooling system and speed sensors for provision of precise real-time workout data feedback. Water bottle holder and accessory trays will be designed to be within reach and to hold personal items such as a music player.

- C. **Ellipticals:** Durable, commercial grade equipment with heavy-duty frame, stability, and balance. Equipment should self-generate power to eliminate power source requirements. User friendly interface will allow for multiple pre-set programs through multiple levels of resistance to accommodate user requirements with touch selection. Equipment will allow for easy, safe, back or side entry with low step-up height. Footpads should be orthopedic to decrease stress on joints. Sensors in equipment will provide workout data. Water bottle holder and accessory trays will be designed to be within reach and to hold personal items such as a music player.
- D. **Recumbent bicycles:** Durable, commercial grade equipment must be comfortable, smooth, quiet, and durable with a heavy-duty stable frame, and easy access to the seat for injury rehabilitation. The equipment will be ergonomically engineered and will provide adjustable reclining backs with numerous seat position settings and lumbar support. Self-generated power and an external power option will be available. Easy to read, user-friendly control panels allow users to choose from a variety of pre-programmed workouts to accommodate a wide range of abilities, including a simple bike mode. Users will be able to change settings on the fly. Water bottle holder and accessory trays will be designed to be within reach and to hold personal items such as a music player.
- E. **Upright bicycles:** Durable, commercial grade equipment will be ergonomic and adjust to a wide variety of body types and fitness abilities. The frame must be stable and durable; the seat should be padded and ergonomic. Equipment should have self-generated power as well as an external power option. The ride should be comfortable, smooth, and quiet. Easy to read, user-friendly control panels allow users to choose from a variety of pre-programmed workouts, including a simple bike mode, to accommodate a wide range of abilities. Users will be able to change settings on the fly as well as adjust the seat for proper leg extension. Water bottle holder and accessory trays will be designed to be within reach and to hold personal items such as a music player.
- F. **Stair Steppers:** Durable, commercial grade equipment will be ergonomic and adjust to a wide variety of body types and fitness abilities. The frame must be stable and durable, with ergonomic handrails and a revolving staircase with 8 inch (20.3 centimeters) high steps to duplicate real stair climbing. The staircase should revolve at varying speeds between 25-160 steps per minute. Equipment should have self-generated power as well as an external power option. Easy to read, user friendly control panels allow users to choose from a variety of pre-programmed workouts to accommodate a wide range of abilities. Users will be able to change settings on the fly. Water bottle holder and accessory trays will be designed to be within reach and to hold personal items such as a music player.
- G. **Strength training equipment:** Durable, commercial grade equipment will provide easy entrance/exit for users of all conditioning levels. Handles will be ergonomic and accommodate varying user sizes. Arms will allow for pivoting and independent movement required for complete muscle contraction. Upholstery will be contoured

for support and comfort. Seats will be adjustable to accommodate user size differences. Markers will be placed on the axis points to allow for proper joint alignment. Equipment will not have guide rods or weight stack pins. It will have standard 250 pound weight systems, adjustable in 10 pound increments along with 5 pound add-ons for a total weight potential of 255 pounds. Leg Press will have a total weight potential of 445 pounds, with 25 pound increments and 5 pound add-ons.

- H. **Adaptive Motion Trainers:** Durable, commercial grade equipment with heavy-duty frame, stability, and balance. Adaptive trainers allow the user to change the motion and path of steps and move between stair climbing, walking, jogging, and running. Equipment should self-generate power to eliminate power source requirements. User-friendly interface will allow for multiple pre-set programs through multiple levels of resistance to accommodate user requirements with touch selection. Variations in adjustments allow lunges; short strides, mid-range strides and long strides, which allow the user to target key muscle groups. Equipment will allow for easy, safe entry with low step-up height. Footpads should be orthopedic to decrease stress on joints. Sensors in equipment will provide workout data. Water bottle holder and accessory trays will be designed to be within reach and to hold personal items such as a music player.

1.4 DELIVERY AND INSTALLATION

- A. The contractor shall guarantee all materials and workmanship for a period of at least 1 year following final acceptance of the project by the government.
- B. Within 10 calendar days of receipt of the Notice to Proceed, the contractor shall provide the Contracting Officer's Technical Representative (COTR) a list of the subcontractors.
- C. The contractor shall confine all operations (including storage of materials) on Government premises to areas authorized or approved by the Contracting Officer.
- D. The contractor shall hold and save the government, its officers, and agents, free and harmless from liability of any nature occasioned by the contractor's performance.
- E. The contractor shall, under regulations prescribed by the Contracting Officer, use only established roadways. When materials are transported in prosecuting the work, vehicles shall not be loaded beyond the loading capacity recommended by the manufacturer of the vehicle or prescribed by any federal, state, or local law or regulation.
- F. Execute work to interfere as little as possible with normal functioning of the medical center as a whole, including operations of utility services, fire protection systems, and any existing equipment, and with work being done by others. Use of equipment and tools that transmit vibrations and noises through the building structure are not

permitted in buildings that are occupied during construction jointly by patients or medical personnel and contractor's personnel, except as permitted by COTR.

G. Do not store materials and equipment in other than assigned areas.

1.5 TRAINING

- A. Contractor shall furnish operating and maintenance manuals, laminated graphical placards for each piece of equipment, and verbal instructions to site coordinators.
- B. Maintenance and operating manuals (two copies each) for each separate piece of equipment shall be delivered to the COTR coincidental with the delivery of the equipment to the job site. Manuals shall be complete, detailed guides for the maintenance and operation of equipment. They shall include complete information necessary for routine maintenance, trouble-shooting, and routine operating instructions. Manuals shall include an index covering all component parts clearly cross-referenced to diagrams and illustrations. The function of each piece of equipment, component, accessory, and control shall be clearly and thoroughly explained. All necessary precautions for the operation of the equipment and the reason for each precaution shall be clearly set forth. Manuals must reference the exact model, style, and size of the piece of equipment and system being furnished. Manuals referencing equipment similar to but of a different model, style, and size than that furnished will not be accepted.
- C. Instructional placards will be provided for each piece of equipment. They will be large and graphical, without text, and will visually demonstrate correct movement.

