

Human Services Nurse Call Upgrade

SCOPE OF SERVICES (RFP No. 19-029)

This Scope of Services will become an integral part of the contract between the County of Durham and the Contractor. The Contractor hereby agrees to provide services and/or materials to the County pursuant to the provisions set forth below.

- 1.0 **PURPOSE:** The purpose and intent of the Request for Proposals (RFP) is to solicit Proposals from qualified firms to provide an updated tone/visual nurse call system to replace the existing obsolete TekTone NC300II system currently installed.
- 2.0 **INVOICE PAYMENT:** Invoices submitted will be paid net 30 days. Invoices shall be forwarded to the County's Designated Representative for review and payment approval.
- 3.0 **TERMS OF CONTRACT:** The initial term of the contract will be from **Date of Award** through **June 30, 2019**.
- 4.0 **CANCELLATION OF CONTRACT:** The County of Durham reserves the right to cancel and terminate any resulting contract(s), in part or in whole, without penalty, upon 30 days written notice to the Contractor. Any contract cancellation shall not relieve the Contractor(s) of the obligation to deliver and/or perform services on all outstanding orders issued prior to the effective date of cancellation.
- 5.0 **COUNTY DESIGNATED REPRESENTATIVE:** Bryan Ballard (919)257-0138 email: bballard@dconc.gov.
- 6.0 **BACKGROUND:** The Health and Human Services Complex is located at 414 E. Main Street in Durham North Carolina 27701. The facility houses Public Health, Department of Social Services, and Veteran Affairs for the County. Currently in use is a TekTone NC300II nurse call system with voice and visual signaling is in use at the Human Services complex with 7 master stations, 42 room stations, and 15 bathroom pulls, and 61 ceiling mounted dome lights. Durham County needs to upgrade this device to a current tone/visual (no voice) system.
- 7.0 **WORK REQUIREMENTS:**
 - a. Remove existing nurse call system (head unit, devices, master stations, dome lights, and associated wiring as needed.
 - b. Install New nurse call system (controller/head unit, devices, master stations, dome lights, and associated wiring for complete installation of new system. Use of existing wiring is permissible or installing of new wiring to meet manufacture requirements.
 - c. Work areas will be scheduled with staff to assure area is vacant of patients and open to perform the work. Clean up work areas daily and keep egress areas open in case of emergencies. Use of proper Personal Protective Equipment (PPE) is required as needed.
 - d. When work is complete, commissioning/certification of the new system will be required. Training on the new system will be required for the maintenance staff and departmental staff.
 - e. Owner manuals, warranty paperwork, and any necessary documentation will be sent to the County Representative.
 - f. County Representative will issue a Contractor's Badge to access work areas daily. The contractor's badge will need to be turned in daily and will be issued at the start of each work day.

- 8.0 **SCHEDULES/TIMELINES:** Regular working hours shall be Monday-Friday between the hours of 7:30-4:30pm except any holidays. All work shall be completed by June 30, 2019.