

ATTACHMENT 2 - STATEMENT OF WORK

A. GENERAL INFORMATION

1. Title of Project: Statement of Work – Radiopharmaceutical Supplies
2. Scope of Work: The contractor shall provide all resources necessary to accomplish the deliverables described within this statement of work.
3. Background: Radiopharmaceuticals are used as a diagnostic tool in the evaluation of organ function and certain disease processes. They are also used in the treatment of certain conditions including but not limited to Hyperthyroidism (Grave's disease), Thyroid cancer, and palliation of bone pain due to metastatic prostate cancer.
4. Performance Period: FY2016 (10/01/2015 – 09/30/2016)

Normal working hours for the Nuclear Medicine Service at VAPAHCS are Monday through Friday, 7:30 a.m. through 5:00 p.m. Services may be required after normal operating hours during the week and on weekends and holidays for emergency patient care.

B. GENERAL REQUIREMENTS

1. The contractor agrees to provide prepared single unit doses of radiopharmaceuticals and associated materials to VAPAHCS as ordered and at the agreed upon unit price. Orders shall be placed each day (Monday through Friday by 4:30PM) for delivery the next business day (Monday through Friday). Due to the demands of the Medical Center patient care requirements, contractor shall provide two (2) routine deliveries. For additional orders placed during normal business hours for same day delivery, deliveries must arrive within 60 minutes of order placement. Additional orders placed after normal business hours for same day delivery must arrive within 120 minutes of order placement. In the event that the requirements may be determined in advance, a longer delivery time may be scheduled accordingly.

Please reference "Attachment 1 – Price-Cost Schedule for Estimated Usage" for a list/description of the radiopharmaceuticals with estimated quantities.

C. SPECIFIC MANDATORY TASKS AND ASSOCIATED DELIVERABLES

1. Contractor shall have available an adequate supply of contract products to meet the requirements of the VAPAHCS at its distribution points.
2. Contractor shall label all supplies as to the amount of radiopharmaceutical, preparation time, expiration time, date, etc. compliant with nuclear medicine information system.
3. All packaging of radioactive material MUST BE clearly labeled RADIOACTIVE on the outside of the shipping carton.
4. Contractor shall perform all quality control procedures as required by Federal and State regulatory agencies and Joint Commission.
5. Contractor shall meet all Nuclear Regulatory Commission, Department of Transportation, FDA, OSHA and all other agency rules and regulations (Federal and State).
6. Contractor shall accept returns for credit under the following conditions:
 - a. Product(s) ordered or shipped in error.
 - b. Product(s) damaged in shipment
 - c. Concealed shipping damages
 - d. Recalled product(s)
 - e. Outdated products in unopened, original container (specifically authorized for return by manufacturer)

D. SCHEDULE FOR DELIVERABLES

1. Orders can be placed by the VAPAHCS via telephone, fax, or e-mail.
2. Routine deliveries shall be delivered Monday through Friday. First routine delivery should arrive at VAPAHCS no later than 6:45 a.m. Second routine delivery should arrive no later than 10:30 a.m. For additional orders placed during normal business hours for same day delivery, deliveries must arrive within 60 minutes of order placement. Additional orders placed after normal business hours for same day delivery must arrive within 120 minutes of order placement. In the event that the requirements may be determined in advance, a longer delivery time may be scheduled accordingly.

The following Federal Holidays are observed:

New Year's Day
Birthday of Martin Luther King, Jr.(day of observance)
Washington's Birthday
Memorial Day
Independence Day
Labor Day
Columbus Day
Veterans Day
Thanksgiving Day
Christmas Day

3. Delivery of supplies by the scheduled date will be complete except as otherwise authorized by the Ordering Personnel.

Radiopharmaceuticals shall be delivered to:

VA Palo Alto Health Care System (VAPAHCS)
Bldg. 100, Rm E1-340 located within the Nuclear Medicine Department
3801 Miranda Ave.
Palo Alto, CA 94304

If for any reason any deliverable cannot be delivered within the scheduled time frame, the contractor is required to notify the VAPAHCS Nuclear Medicine Service by phone or in writing as soon as is feasible.

E. CHANGES TO STATEMENT OF WORK (SOW)

1. Any changes to this SOW shall be authorized and approved only through written correspondence from the Contracting Officer (CO). A copy of each approved executed contract modification shall be issued to the contractor.
2. Costs incurred by the contractor for conducting work not IAW the contract and the SOW through the actions or direction of government personnel other than the CO will not be recognized for payment under this contract. Payment is not guaranteed for unauthorized commitments.

F. GOVERNMENT RESPONSIBILITIES

1. The Nuclear Medicine Service of the VAPAHCS shall ensure that:
 - a. The specification of the Product (radiopharmaceutical) is safe for the intended use
 - b. The products are handled in a safe manner, and

- c. Any waste originating from the Products is disposed of in accordance with any relevant regulations.

G. CONTRACTOR PERSONNEL SECURITY REQUIREMENTS

- 1. The C&A requirements do not apply. A Security Accreditation Package is not required.