

STATEMENT OF WORK NON-HAZARDOUS SOLID WASTE MANAGEMENT SERVICES

Environmental Management Service

VA North Texas Health Care System, Sam Rayburn Memorial Veterans Center, Bonham Texas

1. GENERAL

- 1.1 General: This is a non-personal services contract to provide non-hazardous waste management services. The Government shall not exercise any supervision or control over the service providers providing the services described herein.
- 1.2 Description of Services/Introduction: The Contractor shall provide all personnel, transportation, equipment, supplies, facilities, supervision, and other items and non-personal services necessary to perform the non-hazardous waste management services as defined in this Statement of Work. The Contractor assumes all liability risks for work performed under this contract. The Contractor must assume total liability for all contract employees. The Contractor shall perform to the standards of the contract.
- 1.3 Scope of Work: Contractor will provide non-hazardous solid waste disposal services from the designated locations. The containers shall minimize spills and the exposure of waste to the environment during collection and disposal. The goal is to improve cleanliness, improve aesthetics, reduce infestation and promote healthier surroundings.
- 1.4 Physical Security: The Contractor shall be responsible for safeguarding all government equipment, information and property provided to Contractor personnel while performing the services described herein.
- 1.5 Period of Performance: The period of performance shall be for one (1) base year of 12 months and four (4) 12-month option periods.
- 1.6 Type of Contract: The government will award a firm fixed-priced contract
- 1.7 Service Contract Act: The Service Contract Act applies to this contract. The current Service Contract Act Wage Determination(s) for the service area(s) will be attached to the contract. Employees performing under this contract must be paid at least the pay and fringe benefits described therein.
- 1.8 Contracting Officer Representative (COR): The COR will be identified by a separate letter. The COR monitors all technical aspects of the contract and assists in contract administration. A letter of designation issued to the COR, a copy of which will be provided to the Contractor, states the responsibilities and limitations of the COR, especially with regard to changes in cost or price, estimates or changes in delivery dates. The COR is not authorized to change any of the terms and conditions of the resulting order.
- 1.9 Contract Administration: The Contracting Officer is the only person authorized to approve changes or modify any of the requirements under this contract. The Contractor shall communicate with the Contracting Officer on all matters pertaining to contract administration. Only the Contracting Officer is authorized to make commitments or issue changes that will affect price, quantity or quality of performance of this contract. In the event the Contractor effects any such change at

the direction of any person other than the Contracting Officer, the change shall be considered to have been made without authority and no adjustment will be made in the contract price to cover any increase in costs incurred as a result thereof. All changes to the contract will be issued via an amendment and/or modification in writing from the Contracting Officer to the Contractor.

- 1.10 Invoices: Invoices are to be submitted electronically; monthly, in arrears of the start of the services performed each month. Invoices must include the IFCAP (Integrated Funds Control Point) obligation number (Finance Purchase Order number) assigned during each period of performance to ensure timely payment. Electronic invoices can be submitted at no additional cost at the VA Vendor Information System (VIS) website <https://www.vis.fsc.va.gov/login.aspx?ReturnUrl=%2fDefault.aspx> , or at <http://www.tungsten-network.com/us/en/veterans-affairs/> . The COR is responsible for acceptance of services and/or the processing of receiving reports for the services provided to the government.
- 1.11 Progress Meetings: The Contractor agrees to attend periodic progress meetings. The Contracting Officer, COR, and/or other government personnel, as deemed appropriate, may meet periodically with the Contractor to review the Contractor's performance. At these meetings the Contracting Officer will appraise the Contractor of how the government views the Contractor's performance and the Contractor will apprise the government of problems, if any, being experienced. Appropriate action will be taken to resolve outstanding issues. The Contractor's attendance at these meetings will be at no additional cost to the government.
- 1.12 Work Stoppage/Delays: The Contracting Officer shall be notified at the earliest time available, but no later than the next business day, via phone of the Contractor's knowledge of any conditions which may adversely affect the Contractor's ability to perform under the terms and conditions as stated in the specifications of this requirement. For example, union strikes, vehicle problems, licenses, or anything that might jeopardize the terms and conditions of this contract should be reported to the Contracting Officer.

2. OBJECTIVE

The Contractor shall collect and dispose of approximately 8-10 tons of wet solid waste (trash) weekly. The approximate weight is an estimate. The estimated weight is not a guarantee of actual weight, as the government does not guarantee any particular volume, as described herein.

3. APPROACH AND METHODOLOGY

It is the Contractor's responsibility to design a method and system of how to best provide the services to meet the government's performance requirements.

The Contractor will respond to comments and complaints from patrons and address them to the Contracting Officer or the COR immediately. In the event of malfunctioning equipment, the Contractor will make every effort to immediately correct the problem to

ensure patron satisfaction. If the problem is systematic, the Contractor will submit a plan of correction to the Contracting Officer or the COR.

4. DESCRIPTION AND SCOPE OF WORK

4.1 SCOPE. The Contractor shall pickup and dispose of non-hazardous solid waste. Services include solid waste collection and removal from the following locations:

Building 29 (Domiciliary) (2@ 8 cubic yard containers),
Building 3 (1@ 6 cubic yard container),
Building 8 (1 @ 4 cubic yard container),
Building 10 (1@ 6 cubic yard container),
Building 1 (2@ 8 cubic yard containers) and
Building 24 (Community Living Center) (2 @8 cubic yard containers)

The collection locations shall have a front load dumpster/container(s) with a variety of volume/weights of solid waste per container generated per week. Four pickups per week are anticipated for front load dumpster/containers. The pickup areas shall remain clean, neat, and free of infestation as a result of solid waste disposal. Schedules shall be confirmed throughout the life of the contract and arrangements shall be made in the best interest of the government.

Open top containers:

1 @ 40 yard container located at the Morton Building for general solid waste, construction and scrap (not metal),
1 @ 40 yard container located in the field near the Morton building for grounds waste, i.e., yard debris and tree limbs, etc... and
1 @ 20 yard container in same field to be for metal scrap waste (should be collected at no charge, costs offset by the value of said scrap metal)

Open top containers will be emptied on an on-call basis as needed.

Summary;

8 yard containers- 6
6 yard containers- 2
4 yard containers- 1
40 yard open containers- 2
20 yard open containers- 1

4.2 PLACE OF PERFORMANCE. Work under the contract shall be performed at the Sam Rayburn Memorial Veterans Center, 1201 E. 9th Street, Bonham, TX 75418-5049.

4.3 DAILY WORK HOURS. All required pickups shall be accomplished on Mondays and Thursday for the self-contained compactor and on Wednesday of each week for the front load dumpster/container. Services are expected to be performed between the hours of

7:00 AM and 8:30 AM, except Federal holidays or when the Government facility is closed due to local or national emergencies, administrative closings, or similar Government directed facility closings. In the event the scheduled pick-up falls on a holiday the contractor coordinate with the COR to designate pickup for the next business day. All work schedules must be coordinated with the COR to include emergency pickups or unforeseen emergencies on the part of the contractor.

5. TASK SPECIFICATIONS

5.1 BASIC SERVICES. The Contractor shall provide services for solid waste removal and furnish an adequate, covered containers (Dumpsters) in which the waste can be contained until carried away for disposal. The unit shall be designed to prevent leakage, minimizes odors, keep out insects, and other pests. The Contractor will be responsible for the continued cleanliness of waste containers; there are no designated cleaning areas on the government complex.

5.2 PICKUP FREQUENCY. Solid Waste collection shall be performed as frequently as needed. Schedules shall be confirmed throughout the life of the contract and arrangements will be made in the best interest of the government.

5.3 SOLID WASTE PICKUP. Solid waste collection shall be performed 4 times per week, usually on Mondays, Tuesdays, Thursdays and Fridays; the exception being made for holidays and severe weather days. Schedules shall be confirmed throughout the life of the contract and arrangements shall be made in the best interest of the government.

5.4 CONTAINER MAINTENANCE. Containers should be steam cleaned, and disinfected before being placed at the medical center. The facility should not be without a no-spill self-contained container for more than fifteen (15) minutes. It shall be the Contractor's responsibility to ensure that all equipment/supplies and/or materials required during the performance of the work will comply with all Conformance Standards in the industry. All self-contained roll off compactors shall be designed for dock usage. It is the Contractor's responsibility for maintaining/repairing all Contractor provided equipment that is required for the services at no additional cost to the government. The containers shall be kept neat in appearance, repaired, painted when warranted (i.e. appearance of rust spots, stains, excessively chipped areas, etc.) and replaced immediately if broken or non-functional. Contractor must coordinate with the Contracting Officer's Representative (COR), or a designated representative, prior to performing any maintenance/repair work at this Facility and again upon completion of work prior to leaving the Facility. Contractor shall comply with all applicable Federal, State and local laws, Veterans Affairs rules and regulations and obtain all required permits applicable to its performance under this contract. For any maintenance repairs lasting more than one day, the Contractor must provide an alternate (open top) container.

5.5 CLEANLINESS. The Contractor is responsible to pick up all (excess/spilled) solid waste or debris on the ground upon pulling the solid waste dumpsters away from the area. This is to be done before leaving the medical center premises prior to going to the landfill.

5.6 DOCUMENTATION. Provide weight documentation to the Environmental Management Service.

6. GOVERNMENT FURNISHED PROPERTY

None