

## VISN 23 U/S Special Consolidation

1. VISN 23 Special Consolidation Schedule: (See Page 2 for complete schedule)
2. Vendor RFQ Instructions:
  - a) In order to maintain the vendor email group, all HTME ID/IQ contractors are required to submit the following information to Michele Mallicott at [Michele.Mallicott@va.gov](mailto:Michele.Mallicott@va.gov).
    - 1) Contract Administrator: Provide the name, address and email of the current contract administrator.
    - 2) Provide the current contact information (name and email address) to be included on e-mail notifications (AMMHIN DDVENDOR list) regarding HTME updates and Consolidations.
  - b) Vendor Communications: We have advised our customers that during the market research phase of the procurement, communications between the Government facility and the vendors are strongly encouraged within the guidelines provided by their Contracting Officer and in accordance with FAR Part 10.001(2)(ii). During this phase, there is a more free flow of information, but this should be viewed as an opportunity to understand vendors' capabilities to meet their needs. Vendors should have equal access to the facility during this time (e.g., site visits, vendor demonstrations, etc.) Customers must ensure that the information provided to one vendor on their requirement is provided to all.

Following the **October 23, 2015 FBO posting**, stations should have no further communication with the vendors regarding the VISN 23 special consolidation unless coordinated by the local/VISN or NAC CO only. This includes all clarifications or additional information that is required to complete evaluations. The local CO will determine what access, if any, is needed by the vendors to obtain information. Presentations are meant to clarify the understanding of equipment features in the quote. Prices or additional equipment or features shall not be discussed. Thus once communications are begun with vendors relating to a specific quote, COs must control those communications in order to ensure that those vendors are treated fairly and given the same opportunity.

    - 1) Vendor presentations may be required to complete the evaluations for this consolidation. Vendors shall be available **December 15, 2015 through December 16, 2015** for on-site presentations. Additional information will be provided through the NAC Contracting Officer. In addition, all other communications not related to local requirements must be coordinated through the NAC CO.
  - c) The NAC Contracting Officers will review the station's recommended source selection justifications and determine whether or not the justification is adequate to award the order or will request additional information from the station before an award can be executed. Communication during this time will be through NAC Contracting Officers only. We have advised our customers that when the selection process begins there is to be no further contact with vendors regarding their requirements. Disclosing information such as members of the evaluation panel is considered confidential source selection information and may not be disclosed.
  - d) We also ask that vendors forward the above information to their respective sales team so that all are aware of the process and timelines.

- e) We also ask that you do not contact the NAC regarding the status of selections. This will only delay the process. After the NAC has reviewed and finalized all vendor selections for a VISN, an update providing the selections for that VISN will be issued.

**\*\*VISN 23 Special Consolidation Schedule**

<b>VISN 23 Ultrasound Special Consolidation Schedule</b>	<b>Date</b>
Pre-Solicitation Notice	10/9/2015
Post Requirements (RFQ) to FBO	10/23/2015
Conference call to address any questions from vendors	11/5/2015
Deadline for Vendors to submit quotes to NAC	11/20/2015
<i>Evaluation face-to-face meeting – vendors to be available for 1 hr demo/presentation on either of these dates – exact date and time to be determined by Nov. 23<sup>rd</sup> (once all bids have been received)</i>	12/15/2015 and 12/16/2015
Deadline for VISN 23 to submit Best Value Selections to Contracting Officer	12/18/2016
Deadline for NAC to complete review of Selection Justifications	12/22/2016
Goal to award all Delivery Orders	2/12/2016

\*\* All dates are estimated and subject to change at any time.

# NAC-HTME

## VISN 23 Radiology Ultrasound Consolidation Summary

- This procurement includes a total of 43 Radiology Ultrasounds units for 11 different locations all located within VISN 23.
- These ultrasounds will be used for the following clinical applications: General purpose, abdominal, small parts, guidance for interventional procedures, and vascular.
- We will be having a conference call to address any questions vendors may have about this solicitation:
  - Conference call will be on November 5, 2015 from 11am-noon (central)
  - VANTS: 800-767-1750 access code 72971#
- Please review each of the specification documents carefully – the base unit will be the same but some units will require additional features, functions, training, etc.
  
- A high-level review of unique requirement by VA Medical Center are listed below:
  - **Des Moines VAMC- 3 Rad US units**
    - Requesting navigation and image fusion software on only 1 unit
    - Requesting 1 off-site technologist training be included per unit
    - Requesting 1 biomed training be included on only 1 unit
  - **Fargo VAMC- 4 Rad US units**
    - Requesting image fusion and navigation software on 2 of the 4 units
    - Requesting 1 off-site technologist training be included per unit
    - Requesting 1 biomed training be included on 2 of the 4 units
  - **Fort Meade VAMC- 3 Rad US units**
    - No image fusion or navigation software requested
    - Requesting 1 off-site technologist training be included on 2 of 3 units
    - Requesting 1 biomed training be included on 2 of 3 units
  - **Grand Island VAMC- 2 Rad US units**
    - No image fusion or navigation software requested
    - Requesting 1 off-site technologist training be included per unit
    - Requesting 1 biomed training be included on only 1 unit
  - **Iowa City VAMC- 2 Rad US units**
    - Requesting navigation and image fusion software on each unit
    - Requesting 1 off-site technologist training be included per unit
    - Requesting 1 biomed training be included per unit
  - **Lincoln VAMC- 1 Rad US unit**
    - Requesting image fusion software
    - Requesting 1 off-site technologist training be included
    - Requesting 1 biomed training be included
  - **Minneapolis VAMC- 14 Rad US units**
    - Requesting image fusion and navigation software on only 1 unit
    - Requesting 1 off-site technologist training be included per unit
    - Requesting 1 biomed training be included on 3 of 14 units
  - **Omaha VAMC- 8 Rad US units**
    - Requesting navigation and image fusion software on only 1 unit
    - Requesting image fusion software (no navigation) on 2 of 8 units

- Requesting 1 off-site technologist training be included on 5 of 8 units
- Requesting 1 biomed training be included on 3 of 8 units
- **Sioux Falls VAMC- 2 Rad US units**
  - Requesting image fusion and navigation software on only 1 unit
  - Requesting 2 off-site technologist trainings be included per unit
  - Requesting 1 biomed training be included per unit
- **St. Cloud VAMC- 4 Rad US units (one of which will go to the CBOC in Brainerd)**
  - Requesting navigation and image fusion software on 2 units
  - Requesting 1 off-site technologist training be included on 3 of 4 units
  - Requesting 1 biomed training be included on 2 of 4 units

**\*\*\*PLEASE NOTE: SCHEDULE OF LINE ITEMS WILL BE POSTED 10/23/2015 WITH RFQ\*\*\***

**Presentations/Demos:**

Any vendors submitting proposals will be asked to present about their proposal to the VISN 23 evaluation team, consisting of clinical and technical representatives. The presentations will take place at the VISN 23 office. Time slots for each vendor will be determined once all proposals are submitted. Presentations will be 40-60 minutes (*depending on number of vendor bids*) on either Tuesday, December 15<sup>th</sup> or Wednesday, December 16<sup>th</sup>. The specific date/time for each vendor will be finalized with vendors upon submission of proposals. A vendor script will be provided to follow during the presentation. A demo unit can be accommodated to be used during presentation. This unit will **NOT** be used on a patient. See below for shipping instructions.

**Shipping instructions:**

- Equipment may be shipped only **one** day in advance (December 14<sup>th</sup>)
- Equipment will be stored in a secure room upon arrival
- Basic electrical inspection will be performed
- Time will be allowed to set up equipment
- Shipping address:

VA Midwest Health Care Network (VISN 23)  
 Attention: Biomedical Engineering – Angela Mulinix  
 2805 Dodd Road, Suite 250  
 Eagan, MN 55121