

## ATTACHMENT 2 - STATEMENT OF WORK

1. **BACKGROUND:** VA Loma Linda Healthcare System (VALLHS) is regulated by South Coast Air Quality Management District (SCQAMD), a local agency responsible for controlling emissions of air pollution primarily from stationary sources such as government installations, commercial businesses and residences. SCQAMD enforces air pollution regulations under federal and state law to ensure that air quality standards are met.

As a requirement, VALLHS has developed and implemented an Emission Reduction strategy in accordance with SCQAMD Rule 2202 – On-Road Motor Vehicle Mitigation Options. The program allows our Agency to meet the designated emission reduction target while complying with the ambient air quality standard mandated by the Federal Clean Air Act. To ensure full compliance with Rule 2202, VALLHS has a requirement for emission credit transfer and rideshare matching database as specified herein.

2. **TYPE OF CONTRACT:** The Government intends to award a firm-fixed price single award purchase order in accordance with FAR Part 13.
3. **PERIOD OF PERFORMANCE:** The purchase order shall cover services for a period of one year from the effective date of award.
4. **PLACE OF PERFORMANCE:** The work to be performed shall be accomplished at the Contractor's facility.
5. **SPECIFIC REQUIREMENTS:**
  - (a) The Contractor shall transfer emission credits to VA Loma Linda Healthcare System in accordance with SCAQMD Rule 2202. All required documentations shall be provided by the Contractor in order to meet the compliance due date for the plan and fees on or before June 10, 2016.
  - (b) The Contractor shall file and submit the final Air Quality Management District (AQMD) report to SCAQMD on behalf of VALLHS in a timely manner.
  - (c) The Contractor shall establish and maintain a web-based transportation (carpool) tracking and rideshare matching database certified by SCAQMD. This emission reduction strategy is used to comply with meeting the average vehicle ridership (AVR) performance zone 2 goal of 1.5 AVR by pairing employees for carpooling/vanpooling. The database shall include, but not limited to the following list below:
    - (i) Information contained must be confidential with 100% privacy protection (to VALLHS employees only)
    - (ii) Provide incentive tracker for employees' daily commutes
    - (iii) Track mobile source emission reductions at the employee-level
    - (iv) Provide online progress reports on program usage and tracking
    - (v) Shall provide links to local public transit information, vanpools, etc.
    - (vi) Provide instant match lists for potential carpoolers based on location and personal preferences

- (vii) The Employee Transportation Coordinator (ETC) must have admin rights to edit employee information

**6. APPLICABLE DOCUMENTS, STANDARDS, LAWS, AND/OR REGULATIONS:**

Contractor is solely responsible for meeting any current or future requirements approvals or certifications as may be levied by applicable legal, regulatory, accrediting body, governing body, and/or local/state/federal requirements as required by law. Due to continuous regulatory changes in both federal and state laws, the contractor shall be in compliance of new regulations within thirty (30) calendar days of notification.

- 7. CHANGES:** The Contractor is advised that only the Contracting Officer, acting within the scope of the contract has the authority to make changes which may affect the contract terms and conditions, quality, quantity, price, and/or delivery. It is highly encouraged and advised that the contractor contact the Contracting Officer for approval in the event there are changes prior to proceeding. No other individual has the authority to make this binding changes and/or commitments.

In the event that the Contractor commits to such changes at the direction of any other person than the Contracting Officer, the changes shall be considered to have been made without proper authority and no adjustment shall be made in contract price to cover any increase in costs incurred as a result thereof.

- 8. Contractor's Personnel:** The Contractor shall provide a representative who shall be responsible for routine liaison in the performance and administration of the resulting contract. In addition, the representative shall act as the primary point of contact (POC) between the Contracting Officer and the Contractor. The representative shall have full authority to act on behalf of the Contractor on all matters relating to daily operations of contract performance. An alternate POC shall also be designated.

The Contractor shall provide the names and telephone numbers of the POC(s) on the space below:

<b>Primary POC:</b>	
<b>Position Title:</b>	
<b>Telephone no.:</b>	
<b>Email Address:</b>	
<b>Alternate POC:</b>	
<b>Position Title:</b>	
<b>Telephone no.:</b>	
<b>Email Address:</b>	