

Performance Work Statement
Automatic Door Inspection & Preventive Maintenance

1. **REQUIREMENTS:** This contract covers inspections, preventative maintenance and emergency call back service of each door. During the inspection, the contractor shall clean, adjust, and lubricate the equipment as specified below, determine the nature and extent of defect and the requirements necessary to satisfactorily restore doors, and if conditions warrant, furnish and install parts.
2. **INSPECTIONS:** All doors shall be inspected, cleaned, and P.M. annually (December). A minimum of one half hour per door per inspection is required.
3. **CLEANING, LUBRICATION, AND ADJUSTMENT SERVICES:** When and as required, motors, controllers, relay panels, operating devices, switches on door or gate operating device, interlocks and contacts, guide shoes, guide grooves, hangers for all doors and car doors or gates, door safety device, shall be cleaned, lubricated, and adjusted.
4. **LUBRICATION SERVICES:** All machine and motor bearing shall be lubricated. Hydraulic fluid sufficient to maintain required operating levels shall be furnished on all hydraulic doors.
5. **ADJUSTMENT SERVICES:** The exterior of the machinery and any other parts of the equipment, subject to rust, shall be kept properly painted and presentable at all times. The motor windings shall be kept free of rust where roller guides are used and properly lubricated where sliding guides are used. Guide shoe rollers shall be renewed as required to insure smooth and satisfactory operation.
6. **MATERIALS TO BE FURNISHED:** The contractor shall furnish all lubricants, hydraulic fluid, cleaning supplies and tools necessary to perform the work described above. All lubricants shall be as recommended by the manufacturer of the equipment.
7. **PARTS TO BE FURNISHED AND INSTALLED OR REPAIRED:** The contractor shall furnish and install or repair when and as necessary, machine hydraulic pumps, controllers, worms, gears, thrusts, windings, commutators, hydraulic pump "vee" belts, and pulleys, hydraulic valve components and coils, circuits, magnet frames, relays, contractors, control fuses, cams, tracks and door guides, door operating devices, interlocks and contacts, safety devices, governors, and push buttons. All parts shall be of the original manufacturer's design and specification or equal thereto.
8. **EMERGENCY CALL-BACK SERVICE:** Prompt emergency call back service shall be provided within five (5) hours in response to requests by telephone or otherwise from the (1) Contracting Officer, (2) Engineer Officer and (3) COR or their designees in case of a shut down or if emergency trouble should develop between regular examinations.
9. **EMERGENCY REPAIR:** The contractor shall have a service technician on site within five hours of an emergency repair call. The contractor shall provide an emergency contact phone number. Once

on site, the contractor shall remain on site until the problem is resolved. A firm fixed priced quote will contain the labor category, number of hours, and hourly cost and detailed material costs. The rates within all emergency repair quotes shall correspond to the rates within the pricing schedule, Attachment A. Contractor will not proceed with any emergency repair and/or any labor outside the scope of this contract without the authority of the Contracting Officer.

10. **REPORT OF SERVICE:** Upon completion of the preventive maintenance services, the Contractor shall report to the Engineering officer or designee and a written report of services performed shall be furnished the Contracting Officer or designee. Such reports shall advise of any repairs or repair parts not required to be furnished under the contract that are necessary to maintain the equipment in perfect operating condition. Reports must be submitted within five (5) working days.
11. **RECORDS:** The contractor shall maintain a complete orderly and chronological file including drawings, complete part lists, and copies of all reports as required by these specifications. The Contractor indicating any difficulty experienced and the corrective measures taken to eliminate these difficulties shall keep a record of all callbacks and repairs. This file shall be available for inspection upon request, and a copy of this complete file will be furnished the VA Medical Center during the last month of the contract period.
12. A call back log will be located in the Energy Control Center, Building #100. This log will be used during normal working hours, Monday thru Friday, 8:00 A.M. to 4:30 P.M.
13. A complete set of keys for the doors will be in the Energy Control Center Building #100. There is a key log, which will be signed and filled out when keys are taken out and returned.
14. A complete inventory of the type of doors furnished with this Work Statement. Bay Pines VAHCS reserves the right to order door preventive maintenance on an as-needed basis. The government also reserves the right to remove doors from preventive maintenance.
15. **QUALITY ASSURANCE:** The Government reserves the right to perform inspections, as it deems appropriate. Contractor shall contact COR at the start of each job (PMs and service calls) and when work is completed.

16. Performance Summary

| Requirement Performance Objectives | Performance Threshold | Method of Surveillance | Performance Standard | Remedy |
|---|--|--|---|--|
| Successful Performance of the Preventative Maintenance | Preventative Maintenance completed in accordance with the PM Schedule | Inspection By The COR | Inspections and preventive maintenance performed as required and results appropriately documented and provided to the Government within time specified 95% of the time. | Payment equal to correctly provided services in accordance with the PWS |
| Emergency Repair Response Time | Contractor responds within the specified response time for Emergency Service Calls | Monthly Inspection By The COR | 95% within time frame established in the PWS | Payment equal to correctly provided services in accordance with the PWS |
| Invoicing | Submission of timely, complete and accurate invoices | Monthly Inspection and certification of the invoices by the COR | 95% Complete and Accurate Invoice Submittals | Payment equal to correctly provided services in accordance with the PWS |
| Customer Satisfaction | Timely resolution of issues that may arise during the contract | Monthly Inspection By The COR | 95% Timely Resolution of issues that may arise under the contract | Payment equal to correctly provided services in accordance with the PWS |

SPECIAL NOTE TO OFFERORS

If any swing door operator needs to be replaced due to the spindle being stripped out that holds the door arm, it is not part of the preventive maintenance, however, it does qualify as an emergency repair. Stripped spindles must be inspected by the electric shop before a quote can be generated as an emergency repair.