

STATEMENT OF WORK

A. GENERAL INFORMATION

1. Title of Project: Dialysis water and portable exchange deionization (PEDI) tanks maintenance services and supplies (salt delivery).
2. Scope of Work: The contractor shall provide all management, tools, supplies, equipment, labor, chemicals, laboratory services, maintenance and salt delivery/installation for dialysis water treatment and softener equipment. Work shall comply with AAMI (Association for the Advancement of Medical Instrumentation) "Water Treatment Equipment for Hemodialysis Applications Standards" and The Joint Commission (TJC) requirements.
3. Background: James A Haley Veteran's Hospital (JAHVH) requires dialysis water treatment, portable exchange deionization (PEDI) tanks and salt delivery to be properly maintained in order to assure proper function and reduce equipment down-time. The equipment requires specialized equipment and training to perform maintenance and testing. Equipment is used daily at the hospital to provide treated water to be used to safely provide hemodialysis treatments and purity of water for patients.
4. Type of Contract: Requirements

B. CONTRACT AWARD MEETING

1. The contractor shall commence work only when the Contracting Officer (CO) has conducted a "kick-off" meeting, or has elected to waive the meeting. This meeting is very beneficial to the success of the project. Various aspects of work details can be discussed so there is a consistent understanding among all parties. Roles and responsibilities of the Contracting Officer's Representative (COR) are issued by the CO at the meeting. The nature of some small projects may not require a "kick-off" meeting with the CO. This will be determined on a case-by-case basis by the CO.

C. DESCRIPTION OF WORK: DIALYSIS WATER SYSTEM

1. The contractor shall perform preventative maintenance (PM), disinfection, calibration, and service to ensure that equipment listed below functions in conformance with the latest published editions of AAMI and OSHA. The maintenance scheduled shall be performed at a mutually agreeable time scheduled through the COR. The contractor shall provide and utilize procedures and checklists with worksheet originals indicating work performed and actual values obtained (as applicable) to the COR at the completion of the PM. Preventive maintenance procedures shall be submitted to COR for approval prior to initiation of this service contract.
2. Monthly Preventative Maintenance services shall include but need not be limited to the following:
 - Storage tank and distribution loop piping. Sanitize with disinfectant that meets manufacturer recommendation and AAMI standards
 - Reverse Osmosis monthly: Change two 5 micron cartridge filters

- Replace UV lamp and quartz sleeve
- ECM-100 (controller/monitor) shall be checked for accuracy and recalibrated (as needed)
- Reviewing operating system diagnostics to ensure that the system is operating to the manufacturer's specifications
- Testing and replacing faulty or worn parts and/or parts measuring, adjusting, aligning and calibrating as necessary for optimal performance.
- Inspecting and replacing worn or frayed electrical wiring and cables.
- Inspecting and replacing mechanical components including but not limited to devices, cables, mounting hardware, chains, belts, bearings and tracks, interlocks, clutches, motors, and keyboards.
- Inspection and maintenance of various pressure gauges, sample ports, automatic/mechanical valves, pressure regulators, backwash timers and apparatuses.

3. Quartley Preventative Maintenance services shall include but need not be limited to the following:

- Reverse Osmosis. Clean and sanitize membrane elements and machine.
- Reverse Osmosis. Inspect and tighten all electrical screws in the control box and high voltage wires to starter motor as necessary
- Storage tank. Replace storage tank 0.2 micron hydrophobic vent filter

4. Annually Preventative Maintenance services shall include but need not be limited to the following:

- Water Treatment System. Replace and ensure proper installation of all 0.05 micron, 20" 222 o-ring endotoxin filters.
- Replace UV lamp and quartz sleeve

5. In the event of a catastrophic system failure of the reverse osmosis system: Contractor shall install carbon, if applicable, and DI Tanks setup capable of supplying adequate amount of water to continue treatment and provide a minimum of one (1) megohm-cm or greater specific resistivity at 25 deg. celsius.

6. The contractor shall ensure all resin used in tanks are from a 510K medically approved plant. Proof of 510K certification must be provided to the COR prior to installation. System is to be sanitized as-needed following any work performed. The contractor shall present any equipment or materials replaced to the COR for inspection and/or evaluation prior to its removal or disposal.

7. List of equipment in dialysis equipment room:

Description	Manufacturer	Serial #
Remote Alarm	RA 6	NA
Booster Pump	NA	NA
Multi Media Filter	Mar Cor Purification Inc.	3024917
Water Softener brine tank and components	Mar Cor Purification Inc.	3024918
Carbon Tank Worker	Mar Cor Purification Inc.	3024919
Carbon Tank Polisher	Mar Cor Purification Inc.	3024953
RO System	Mar Cor Purification Inc.	23G/ECM100

Storage Tank	Mar Cor Purification Inc.	3024923
DI Diverter System	Mar Cor Purification Inc.	NA
UV Meter	N/A	NA
UV Light	Aqua Azul Corp	IJ-15-11-777-BF-1-C
Water Pump (2 Each) redistribution <i>pump</i>	Grundfos	C4JZ20126P11032
Pump/UV Control Box	NA	NA

D. DESCRIPTION OF WORK PORTABLE EXCHANGE DEIONIZATION TANKS (PEDI)

1. Contractor shall provide services and supplies of deionization (DI) water from portable exchange deionization (PEDI) tanks at two (2) locations as needed per check.

Bldg#	Room #	Room Description
B-2	111	6 tanks at north side of Building 2
B-1	113	2 tanks in main laboratory

E. DELIVERABLE (SALT)

1. Contractor shall supply bagged salt for the dialysis water and water softener equipment located in below listed locations. Salt shall be delivered directly to water treatment rooms utilizing the contractor's own labor, personnel, and equipment. Contractor shall maintain a minimum of two (2) bags of salt and no more than ten (10) bags of salt so the facility staff can fill brine tank with sufficient quantity of salt to minimize the number of trips. At each salt delivery the Contractor will visually check softeners and brine tanks for correct operation and perform hardness test on softeners product water to ensure hardness levels are acceptable. The contractor shall clean any residue or spillage as a result of the work performed.

2. The contractor shall provide the results of these tests and inspections to the engineering maintenance supervisor (structural) or plumbing section work leader each week prior to leaving the facility. The contractor shall make arrangements through the central energy plant for delivery of bulk salt. Equipment locations:

Bldg#	Room #	Room Description
B-1	B241-01	(Hemodialysis). Water Treatment Room
B-1	101	near refrigeration tower by the grease trap
B-39	102	outside south wall CEP
B-1	103	Water Plant Room 2BWest (Hemodialysis)
B-1	104	main pump room of building 1
B-1	105	by surgery tower by shop area
B-1	106	Basement New OR/ Lab at DI Tanks
B-32	107	Mechanical room Penthouse
B-39	Main entrance	Central Energy Plant (Bulk salt)

F. PARTS

1. Replacement Parts: The cost of replacement parts will be chargeable to the parts replacement Contract Line Item Number (CLIN) located on the Price and Cost Schedule. At the COR's option the contractor may be requested to provide a price quotation for the repair parts.

All parts supplied must be compatible with existing equipment. New parts must be furnished by the contractor and guaranteed against defects and/or failure in accordance with manufacture warranty period. Parts removed (replaced) by the Contractor become property of the Contractor.

G. EMERGENCY REPAIRS

1. Emergency Repairs: A technical maintenance representative shall respond by telephone to the VA within four (4) hours of the original service call. The contractor shall arrive on-site for repair within twenty-four (24) hours of the original service call. The Contractor shall return equipment to full operation within forty-eight (48) hours of the original call. The COR shall authorize on-site visits. The contractor shall not perform any repairs without the approval of the Contracting Officer or COR.

H. SPECIAL INSTRUCTIONS AND DOCUMENTATION:

1. Dialysis room Service: The Contractor shall perform all repairs and service of the dialysis room during the hours, 8:00 AM - 6:30 PM, Monday-Friday, except Federal Holidays, unless otherwise specified. Contractor shall contact the daily Charge Nurse (813) 972 2000 ext. 4480 prior to performance of monthly service of reverse osmosis (RO) to avoid interruption of patient treatment. In the event patient treatment exceeds the 6:30 pm timeline the contractor shall reschedule the service with the COR at 813-972-2000 ext. 6979 or Dialysis Supervisor at 813-972-2000 ext. 6637/6870. Contractor may work outside normal business hours by arrangement with COR or alternate COR if such services are provided without additional charge to the government.

2. Routine Service (except dialysis room): The Contractor shall perform all repairs during normal VA business hours, 8:00 AM - 5:00 PM, Monday-Friday, except Federal Holidays, unless otherwise specified. Contractor may work outside normal business hours by arrangement with COR if such services are provided without additional charge to the government.

3. Check-In: The contractor shall check in with the Reptrax terminal or Security Dispatch office after hours, upon arrival at the facility to obtain proper identification and access prior to initiating work. The contractor shall contact the Biomedical Department at 813-972-2000 ext. 6979 or Dialysis Supervisor at 813-972-2000 ext. 6637/6870 or Central Energy Plant ext. 2169 to notify them they are on-station. Prior to leaving station, the contractor shall contact one of the above mentioned numbers to provide a written copy of services and/or products supplied and report observations on the equipment and product quality. In order to be easily recognizable, all contractor personnel shall wear distinctive identification, such as, nametag, badge, uniform, patch, etc.

4. Documentation - At the conclusion of each repair or scheduled maintenance visit, the contractor shall provide a written service report indicating the date of service, the Bar Code Number (EE#), the model, serial number, and location of the equipment serviced, the name of the service representative, the hours worked (arrival and departure), and the services performed and parts replaced. The reports will be delivered to Biomedical Engineering for signature when work is complete. During non-standard hours, report will be taken to Hospital Police, Dialysis Equipment Technicians or Dialysis Supervisor for signature. Additionally, service personnel shall log all arrivals and departure in a service log provided by James A Haley.

I. QUALIFICATIONS:

1. Each respondent must have an established business, with an office and full time staff to include a "fully qualified" field service engineer (FSE) and a "fully qualified" FSE who will serve as backup. "Fully qualified" is based upon training and on experience in the field. For training, the FSE(s) has successfully completed a formalized training program of the equipment identified. For field experience, the FSE(s) has a minimum of two years' experience with respect to preventive and remedial maintenance of water systems to include dialysis equipment. The FSE(s) shall be authorized by the Contractor to perform the maintenance services. All work shall be performed by "fully qualified" competent FSE(s). The CO and/or Contracting Officer's Technical Representative (COR) specifically reserves the right to reject any of the Contractor's personnel and refuse them permission to work on the VA equipment. If subcontractors are used, the CO must approve them in advance. The Contractor shall submit any proposed change in subcontractor(s) to the CO for approval/disapproval.

2. The VA shall not provide service manuals or service diagnostic software to the Contractor. The Contractor shall obtain, have on file, and make available to its Field Service Engineers (FSEs), all operational and technical documentation (e.g., operational and service manuals, schematics, and parts lists) which are necessary to meet the performance requirements of this contract. The location and listing of the service data manuals, by name, and/or the manuals themselves shall be provided to the COR upon request. Any charges for manuals, tools, or software required to successfully complete any service required are included within this contract and it's agreed upon price unless specifically stated in writing otherwise.

J. GOVERNMENT RESPONSIBILITIES

1. The government will make the equipment available in accordance with the established schedule for the work.

J. CHANGES TO STATEMENT OF WORK

1. Any changes to this SOW shall be authorized and approved only through written correspondence from the CO. A copy of each change will be kept in a project folder along with all other products of the project. Costs incurred by the contractor through the actions of parties other than the CO shall be borne by the contractor.

K. TRAINING

1. The contractor shall provide yearly training to COR and assigned designees with the equipment function, routine maintenance and water testing.

L. DESIGNS AND DRAWINGS

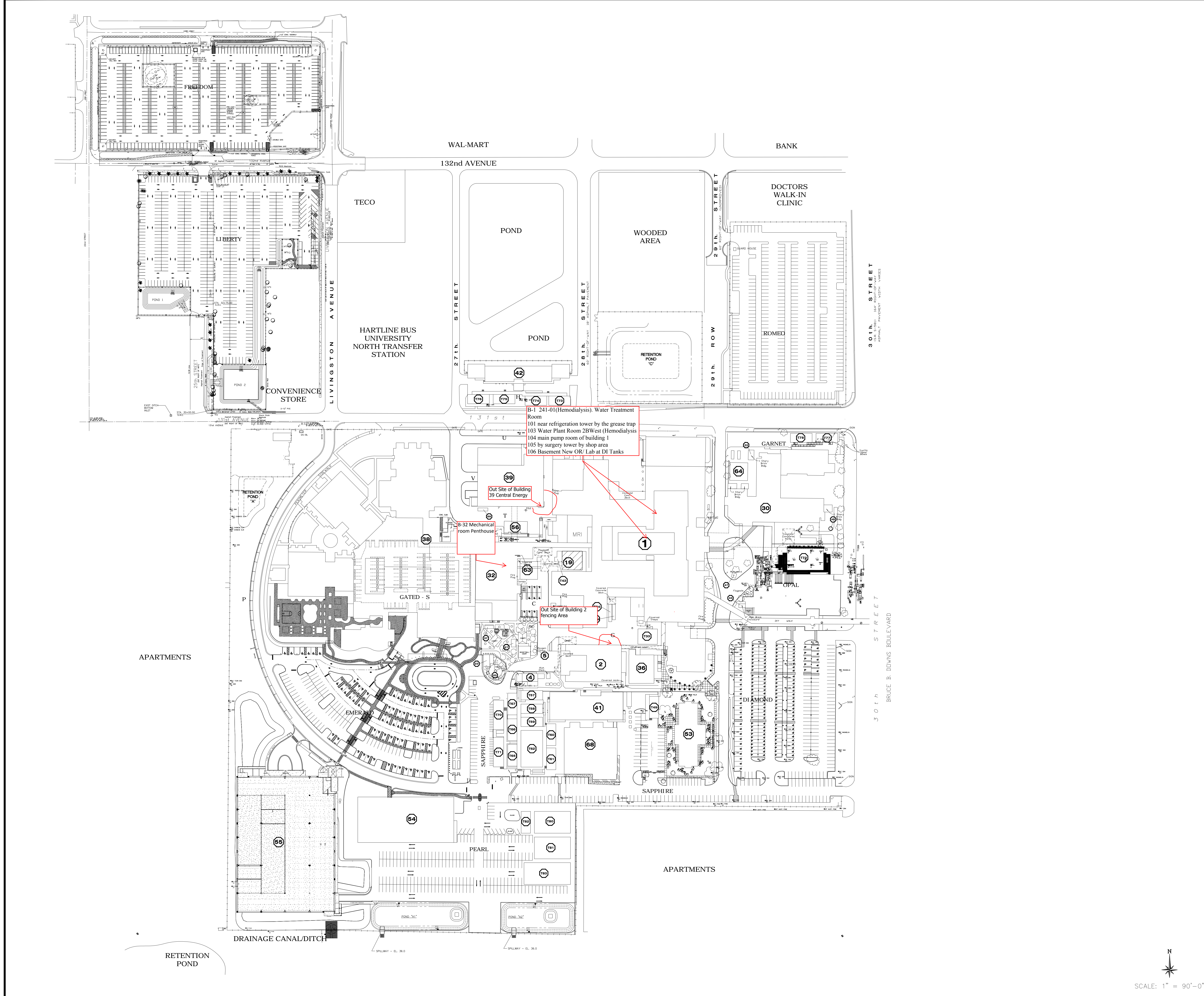
1. Attachment A: MARCOR as-built)
2. Attachment B: Drawing of area locations

Revisions	Date
T80 TO T83 ADDED	03-08-11
BLDG 55 ADDED	01-12-12
EMERALD & BLDG 38 MODIFICATIONS	09-25-12

Drawing Title	
SITE MAP	
Project Title	
Approved: Project Section Chief	
Approved: Division Chief	
Approved: Facility Director	
Location JAMES A. HALEY VETERANS' HOSPITAL 13000 BRUCE B. DOWNS BLVD. TAMPA, FLORIDA 33612	
Drawn MWK	Date 12/08/09
Checked	Project No.
Blgd # SITE	DRAWING NO. CS-101
File Number	Dwg. Of



SCALE: 1" = 90'-0"



one-eighth inch = one foot
one-quarter inch = one foot
one-half inch = one foot
three-eighths inch = one foot
three-quarters inch = one foot
one inch = one foot
one and one-half inches = one foot
three inches = one foot