

**REQUEST FOR INFORMATION (RFI):** The Department of Veteran Affairs (VA), Strategic Acquisition Center (SAC) is issuing this RFI to request responses from all qualified businesses. Small businesses are including but not limited to: Service-Disabled Veteran-Owned Small Business (SDVOSB), Veteran-Owned Small Business (VOSB), 8(a), HUBZone, etc., capable of providing the requirements below are encouraged to respond. The responses to this RFI will contribute to determining the method of procurement and identify parties having an interest in and the resources to support this requirement. THERE IS NO SOLICITATION AT THIS TIME. This RFI does not constitute a Request for Quotes (RFQ) and/or Request for Proposals (RFP). Submission of any information in response to this RFI is purely voluntary. The Government assumes no financial responsibility for any costs incurred.

**DESCRIPTION OF REQUIREMENT:** The Veterans Health Administration's (VHA) Prosthetic Clinical Management Program (PCMP) has identified scooters (mid-size 3 wheels/full-size 3 & 4 wheels/heavy duty 3 wheel) as a uniform preferred product for standardization. The purpose of standardization is to obtain user uniformity and quality products at competitive prices. This standardization initiative is in accordance with VHA's PCMP Charter signed by the Under Secretary for Health on February 9, 2001.

**SCOPE OF WORK:** The contractor shall provide an uninterrupted supply and delivery of scooters for in home use to all ordering VA facilities within the 50 United States, including rural locations, and Puerto Rico.

**DESCRIPTION:** A scooter (also known as a Power Operated Vehicle - POV) is a motorized, battery powered wheeled mobility device with three or four wheels, an integrated seating system, and a tiller to control direct steering. Speed is adjusted through manually operated controls located on the tiller.

**INTENDED USE:** A scooter is intended to support mobility for an individual with impaired walking that is not resolved by an ambulation assistive device (e.g., cane, crutch, walker, rollator) or manual wheelchair. An appropriate scooter candidate has the ability to stand, take steps, and transfer in and out of the device without assistance, does not require postural support and skin protection, and does not require a power wheelchair. A scooter is typically indicated for limited indoor and controlled outdoor environments, such as paved surfaces and American with Disabilities Act (ADA) compliant ramps.

The following salient characteristics apply to the model indicated.

SALIENT CHARACTERISTICS					
Sizes		Category A (mid-size 3 wheel)	Category B (full-size 3 wheel)	Category C (full-size 4 wheel)	Category D (heavy duty 3 wheel)
1	Maximum Overall Length (inches)	44"	48"	48"	48"
2	Maximum Overall Width (inches)	25"	28"	28"	28"
3	Minimum Ground Clearance (inches)	2.5"	2.5"	2.5"	2.5"
4	Minimum Occupant Mass Capacity (pounds)	300 lbs.	350 lbs.	350 lbs.	451 lbs.

5	Minimum Range (miles)	15 miles	15 miles	15 miles	15 miles
6	Maximum Top Speed (miles per hour)	8.0 mph	8.0 mph	8.0 mph	8.0 mph
7	Minimum Top Speed (miles per hour)	4.5 mph	4.5 mph	4.5 mph	4.5 mph
8	Seat and back support	<p>Padded, contoured fold down back support must be securely attached to the seat. Dimensions for seat width, seat depth and back height not specified; must be compatible with the device design and appropriate for the identified weight capacity to support patient safety.</p> <p>The seat with the back support attached must be removable from the seat post, but include a locking mechanism to secure the seat to the seat post to support safety during transportation.</p>			
9	Seat Rotation	90 degrees to both left and right from forward facing drive position. Seat must lock in place when facing forward or rotated 90 degrees to either direction.			
10	Arm Supports	Flip back, height adjustable, <del>increase</del> width adjustable at minimum 1" on each side for a total of 2" minimum increased width between the arm supports.			
11	Seat height	Minimum of three seat height settings available, adjustable in one inch increments.			
12	Color choices	Minimum of 2 color options are required to be offered at the same price. The color options must be indicated in the product literature. When product samples are evaluated during the technical evaluation, the sample will be submitted in just one color.			
13	Battery	Compatible with air travel			
14	Battery charger	Portable or on-board. Length of the cord must be specified.			
15	Motors	Free wheel mode must be available			
16	Tires	Flat free tires; size not specified			
17	Front basket	Removable, size not specified			
18	User Manual	User manual must specify all details about operation, maintenance, installation, and safety considerations for the scooter and required options.			
19	Energy Efficient	Auto-turn off function			
20	Order Form	Required order form must be presented in a professional format, clearly representing the offering company and specific product(s). Items included on the order form must be limited to the standard features and required options included on the proposed BPA.			

21	Warranty	Minimum one-year warranty including parts, labor and all associated costs
22	Drive Mechanism	Shall be adjustable to allow the Veteran to drive forward with either the right or left hand depending on identified needs and preferences. Reverse movement is controlled by either pulling the lever back on the same side or pushing the lever forward on the opposite side.
23	Required Options	<ul style="list-style-type: none"> <li>• Rear Basket</li> <li>• Cane/crutch holder,</li> <li>• Oxygen cylinder holder; accommodates e-cylinder</li> <li>• Safety flag</li> <li>• Power Seat Elevation (required as option for 3-wheel full size, 4-wheel full size, 3 wheel heavy duty models). Minimum vertical excursion is 5" above lowest seat position. Must include lock-out electronics to prevent driving while seat is elevated or the RESNA test report must include results with seat in elevated position.</li> </ul>
24	Rehabilitation Engineering Society of North America (RESNA) Test Report	A comprehensive RESNA test report with results for all pertinent sections of WC-1 and WC-2 (2009 version) is required. I. The model tested in RESNA report shall be the model provided for physical review. DRAFT LIST OF TEST REQUIRE FOR SAMPLE ONLY. THE RFI IS NOT A REQUEST FOR SAMPLES.
25	Healthcare Common Procedure Code System (HCPCS) Code	Official documentation confirming the HCPCS codes assigned by the Medicare Pricing, Data Analysis and Coding (PDAC) Contractor, is required with the response to the solicitation.
26	Food and Drug Administration (FDA) Documentation	Required documentation from the FDA includes company registration, device listing and 510k letter indicating clearance for marketing.

**SUBMISSION INSTRUCTIONS:** THERE IS NO SOLICITATION AT THIS TIME. This RFI does not constitute a Request for Quotes (RFQ) and/or Request for Proposals (RFP). Submission of any information in response to this RFI is purely voluntary. The Government assumes no financial responsibility for any costs incurred. VA email file size is limited to 6MB. If your organization has the potential capacity to provide these products, please respond to this RFI as follows:

### Cover Sheet – 1 page

Please provide the following information:

1. Organization name, address, DUNS number, and web site.
2. Point of contact to include e-mail address and telephone number.
3. Business size (large or small). If small, please provide type of small business (Service Disabled Veteran Owned Small Business (SDVOSB), Veteran Owned Small Business (VOSB), 8(a), HUBZone, etc.).
4. GSA contract number, schedule, and Special Item Number (SIN) category(s), if applicable.

## Index – 1 page

Please provide an index to assist the Government in identifying where you have addressed each question below in your Capabilities Statement and Market Information, if available. Please provide question number and corresponding page and section heading and/or paragraph number.

## Capabilities Statement and Market Information – 3 pages (excluding product literature)

Please respond to the following questions by providing a Capabilities Statement and Market Information:

1. Does your company have the capability to provide an uninterrupted supply of scooters? Regular delivery shall be made within **five business days** after receipt of a delivery order, **expedited delivery within two business days, and emergency delivery within 24 hours**.
  2. Has your company provided these products to VA and/or another Government agency in the past three years? If so, identify the following:
    - a. Contract number/delivery order number;
    - b. Contracting Officer/Contracting Specialist Name/Phone Number/Email;
    - c. Period of Performance; and
    - d. Scope (number and type of scooters provided (category as referenced above)).
  3. Are you a manufacturer or authorized distributor? If a distributor, please provide evidence of authorization and identify the scooter manufacturer you are representing.
  4. Is the battery charger portable or on-board? What is the length of the cord?
  5. What accessories, if any, will you offer without upcharge (e.g., service patches for Veterans of the Army, Navy, Air Force, Marines and Coast Guard)?
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DRAFT LIST OF TEST REQUIRED FOR SAMPLE ONLY. THE RFI IS NOT A REQUEST FOR SAMPLES

## RESNA Standards Tests & Reports

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The RESNA standards for power mobility device (including scooters) testing are industry recognized objective measures of performance, durability and safety for wheeled mobility devices intended for use by persons with disabilities. These tests are developed by committees of experts from industry, research and clinical practice. The standards for wheelchairs (including scooters) testing constantly evolve as refinements in test procedures are incorporated. RESNA has defined the device configuration for testing and clarified test protocols. All parameters and technical information needed to conduct the testing may be obtained from RESNA at:

RESNA (Rehabilitation Engineering Society of North America)  
1700 N. Moore Street, Suite 1540, Arlington, VA 22209-1903  
Phone (703) 524-6686  
FAX (703) 524-6630  
[www.RESNA.org](http://www.RESNA.org)

## RESNA STANDARDS REQUIREMENTS

Each bid sample submitted must be accompanied by a RESNA test report meeting the following minimum specifications. Failure to meet any of the minimum requirements will result in the bid sample being summarily rejected and withdrawn from further consideration.

Note that some of the below requirements may be in addition to the specified requirements found in the RESNA standards.

1. For each sample offered, all literature and test reports must be grouped together in a single organized package. Two sets of documentation must be provided for each sample offered; one PDF (size limitation 6MB) and one hard copy in a binder with table of contents. Products with the same model name/number that differ only in non-functional details such as seat size or accessories do not require separate test reports if the occupant mass capacity is the same (see item 6 below).
2. The testing must have been conducted in the United States.
3. The report must be prepared in English.
4. The product sample tested must be the same model as the bid sample or clearly be a close predicate that has only cosmetic differences. A test report on a prototype is not acceptable. The product tested must clearly be the same as the product delivered to VA for technical evaluation.
5. The report must contain sufficient dimensional and performance measures to verify that solicitation specifications are met.
6. All devices must be tested at the maximum occupant mass capacity specified by the manufacturer. Separate test reports are required for each category/model that have different occupant mass capacities.
7. The requirements for testing performed at independent test facilities vs. manufacturer facilities are not specified. However, the RESNA report will be significantly weighted as a component of the subjective technical evaluation and higher ratings will be assigned to reports completed by independent test facilities. The facilities listed below in alphabetical order have conducted power mobility device testing prior and are members of the RESNA Standards Committee on Wheelchairs (including scooters). The VA does not specifically endorse any of these testing facilities.

Beneficial Designs, Inc.  
Peter Axelson  
PO Box 69  
Minden, NV 89423  
Phone: 775.783.8822

MET Laboratories, Inc.  
Leonard Frier  
914 W. Patapsco Ave.  
Baltimore, MD 21230  
Phone: 410.354.3300

William A. Ammer Consulting  
William A. Ammer  
1430 Lakeside Drive  
Allison Park, PA 15101  
Phone: 412.492.0918

**Important Note: While in house testing and reports will be accepted for the bid sample, the quality/objectivity of the report will be weighted accordingly. Follow up testing by and independent lab will potentially be required.**

8. The required RESNA tests and results to be submitted for each bid sample are listed below. To be consistent with current commercial standards of practice applied by other government third party payers, VA requirements are consistent with current Pricing, Data Analysis & Coding (PDAC) requirements identified by Noridian Administrative Services, LLC contracted by Centers for Medicare and Medicaid Services (CMS). VA requirements beyond those required by PDAC are 1) measure of ground clearance, 2) mass of heaviest part and 3) requirements for information disclosure. These three additional measures are necessary to allow verification that the bid sample meets or exceeds solicitation specifications.

**Required** RESNA test protocols for Volume 1 - Requirements and Test Methods for Wheelchairs (Including Scooters) and Volume 2 - Additional Requirements for Wheelchairs (including Scooters) with Electrical Systems

are listed below. Test protocols that are not required are not listed; results from any additional tests provided will be reviewed and considered when rating the RESNA report as a component of the subjective technical evaluation.

Note: The RESNA clause numbers of some tests may have recently changed. The name of the test procedure shall take precedence.

## **RESNA WC-1 – American National Standard for Wheelchairs Volume 1: Requirements and Test Methods for Wheelchairs (Including Scooters)**

### Section 1: Determination of static stability

Clause 10 – Test for static stability in the rearward direction

10.3 – Wheels locked and the wheelchair in the least stable configuration

Clause 11 – Test for static stability with anti-tip devices

11.2 – Anti-tip device in the least effective configuration (both rearward orientation if anti-tips exist and lateral orientation if anti-tips exist).

Note: For scooters with elevating seats, test with seat in fully elevated position in addition to normal driving position unless the device can be prevented from driving in the seat elevated position.

### Section 5: Determination of dimensions, mass and maneuvering space

Clause 8 – Required measurements

8.2 - Length - Full overall length; Definition 3.9 - distance between the most forward and most rearward point of the wheelchair when assembled and ready for use with any leg supports, foot supports and any anti-tipping devices fitted (see Figure 8). Tested with loader gauge feet on device to verify the feet fit on device.

8.3 – Width - Overall width; Definition 3.21 – distance between the two outer most lateral points of the wheelchair (left and right) when assembled and ready for use (see Figure 8).

8.10 - Mass of heaviest part; Definition 3.16 – mass of the heaviest part (or assembly of parts) of the wheelchair when dismantled for transport or stowing purposes.

8.12 - Reversing width; Definition 3.33 – minimum distance between two vertical and parallel walls between which the wheelchair with direct steering or limited differential steering can turn through 180° with one initial forward drive, one rearward drive and one final forward drive (i.e. a three-point turn) (see Figure 21 and Annex B.3).

8.13 - Turning diameter; Annex C-2; Annex E-17; Definition 3.40 – diameter of the smallest cylindrical envelope in which the wheelchair can drive in a circle through 360° (see Figure 24).

Note: 8.13 is POV equivalent test to 8.11 “Pivot Width” for power wheelchairs.

8.14 - Ground clearance; Annex E-6; Definition 3.10 – minimum clearance between the occupied wheelchair and the ground.

8.15 - Required width of angled corridor; Annex E-12; Definition 3.32 minimum width of a corridor with a right angled turn in which the wheelchair can be driven in forward and rearward direction (see Figure 20).

## Section 7: Method of measurement of seating and wheel dimensions

### Clause 7 – Measurement procedure

#### Clause 7.3 – Measurements

7.3.2 - Dimension 1: Seat plane angle

7.3.3 - Dimension 2: Effective seat depth

7.3.4 - Dimension 3: Seat width

7.3.6 - Dimension 5: Seat surface height at front edge 1) to deck of POV and 2) floor

7.3.7 - Dimension 6: Back support angle

7.3.8 - Dimension 7: Back support height

## Section 8: Requirements and test methods for static, impact and fatigue strengths

### Clause 10 – Fatigue tests—Test method

10.3 - Multi- drum test

10.4 - Drop Test

## Section 15: Requirements for information disclosure, documentation and labeling

### Clause 5 – Requirements for disclosure of test information in manufacturer's specification sheets

### Clause 7 – Documentation

7.1 – General

7.2.3 - User manual

7.3 - Contents of user manual

### Clause 8 – Permanent labeling (RESNA Rev.)

8.4 – Batteries: The batteries in the wheelchair shall meet DOT CFR 173.159 (d), IATA Packing Instructions 806, and IATA Provision A67.

**RESNA WC-2 – American National Standard for Wheelchairs  
Volume 2: Additional Requirements for Wheelchairs (including Scooters) with Electrical Systems**

Section 2: Determination of dynamic stability of electrically powered wheelchairs

Note: If the scooter is drivable with the seat in an elevated position, these tests results shall be submitted with the scooter seat elevated as far as possible per the instructions in section 2.

Clause 8 – Tests for rearward dynamic stability

8.2 - Starting forwards

8.3 - Stopping after traveling forwards

8.4 - Braking when traveling backwards

8.5 – Traveling forward up a step transition from a standing start

8.6 – Traveling backward toward a step transition from a standing start

Clause 9 – Tests for forward dynamic stability

9.2 - Braking when traveling forwards

9.3 - Traveling forward down a slope onto a horizontal surface

9.4 – Traveling forward up a step transition at maximum speed

9.5 – Traveling forward down a step transition from a standing start

Clause 10 – Tests for dynamic stability in lateral directions

10.2 - Turning on a slope

10.3 - Turning in a circle at maximum speed (applies only to POVs) Disclosure

10.5 – One side of the device drops down a step transition

Section 4: Energy consumption of electrically powered wheelchairs and scooters for determination of theoretical distance range

Clause 7 – Test procedure

7.1 - Continuous driving test



7.2 - Maneuvering test

Section 6: Determination of maximum speed, acceleration and deceleration of electrically powered wheelchairs

Clause 6 – Determination of maximum speed

6.1 - On a horizontal surface

6.3 - On a plane inclined at 6°

Section 10: Determination of obstacle-climbing ability of electrically powered wheelchairs (including POVs)

Clause 7 – Test procedures

All sub-clause tests must be conducted to determine the maximum obstacle height that can be ascended and descended.

Section 14: Power and control systems for electrically powered wheelchairs - Requirements and test Method

Clause 6 – Electrical systems

6.14 – Maximum Power Stall Condition

6.18 – Maximum Thermal Drive Test

| [Submit response NLT 24 APR 2017 @ 4:00PM EDT to:](#)

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