

Statement of Work

Electrical Lamps and Ballasts

Southeast Louisiana Veterans Health Care System
New Orleans, LA

3/7/2017 Revised 8-1-2017

1. PURPOSE

1.1. The purpose is to provide adequate electrical lamps and ballasts for lighting fixtures installed at the Southeast Louisiana Veterans Health Care System (SLVHCS) building 2400 Canal St, New Orleans, LA 70119.

2. SCOPE

2.1. The Contractor shall provide all resources, labor, storage and travel necessary to provide the Department of Veterans Affairs with the listed supplies in accordance with the appropriate delivery order. The contractor shall abide by all regulations as established by the Department of Transportation as it pertains to the transport of the supplies listed. All supplies shall arrive at the VA in working order with no visible damage present.

2.2. The contractor shall ensure that every delivery order is completely fulfilled in quantity, product, and timeliness of delivery. Each item shall carry with it the manufacturer's warranty.

2.3. The Contractor shall ensure all deliveries arrive to the VA within seven calendar days of delivery order award. Should any products be found to be defective or damaged, the contractor shall replace said item at no cost to the VA. This includes: replacement item, return shipping and shipment of new item.

2.4. Contract shall be a Firm fixed price contract for (1) one year base period plus (2) two one year option periods.

3. SALIENT CHARACTERISTICS

Attached is a chart noting the fixtures in which this contract is supplying lamps and ballasts. The contractor shall not be responsible for the replacement of light fixtures only the associated lamps and their ballasts (Attachment A SOW Lamps and Ballast Salient Characteristics) .

4. DELIVERY

4.1. Contractor shall deliver all supplies to the Southeast Louisiana Veterans Health Care System (SLVHCS) Central Energy Plant building 2400 Canal St, New Orleans, LA 70119 as scheduled in advance with the COR.

4.2. Deliver materials to job in manufacturer's original sealed containers with brand name marked thereon.

4.3. Package to prevent damage or deterioration during shipment, handling, and storage.

4.4. Maintain protective covering in place and in good repair until delivery is necessary.

4.5. Any government requested delayed delivery up to 90 days after initial award delivery date, shall be at no additional cost to the Government.

4.6. The contractor shall be responsible for all offloading of materials to VA loading dock.

5. INSPECTION AND ACCEPTANCE:

5.1. The Contractor shall conduct a joint inspection with the COR upon delivery of supplies

5.2. Contractor shall provide dates of completion of punch list items and replacement parts and/or short ship items from the manufacturer(s).

6. DELIVERABLES

- 6.1. Provide an cost estimating sheet per unit cost for each lamp, LED lamp and ballast listed and each lamp and ballast that are scheduled for each fixture that has been listed.
- 6.2. Cut Sheets and Manufacturers Information
 - 6.2.1. The contractor shall submit cut sheets and manufacturer's information on all lamps and ballasts listed in this order prior to completion of the first order. All supplies and materials must be approved by the VA prior to commencement of order. The contractor shall submit an electronic copy of the manufacturer's cut sheet and Safety Data Sheet (SDS) as applicable, no later than 14 calendar days after ORDER award.
 - 6.2.2. At no point will the contractor be permitted to request substitutions for supplies without VA approval.
 - 6.2.3. Each submittal shall be accompanied by the submittal coversheet noting:
 - 6.2.3.1. The person initiating the submission
 - 6.2.3.2. The material being submitted
 - 6.2.3.3. Supply equivalency should it vary from the design basis
 - 6.2.3.4. Highlights of each section noting how the supply satisfies the salient characteristics of the materials required.
- 6.3. Shipping manifest
 - 6.3.1. The contractor shall include as part of the shipping manifest information pertaining to the exact contents of each package. The contractor shall include, at a minimum:
 - 6.3.1.1. Package Origin
 - 6.3.1.1.1. Address
 - 6.3.1.2. Line items with item descriptions
 - 6.3.1.2.1. Description
 - 6.3.1.2.2. Product number
 - 6.3.1.2.3. Ordering code for product
 - 6.3.1.3. Quantity of each item requested
 - 6.3.1.4. Quantity of each item present in the package
 - 6.3.1.5. Quantity necessary to complete the total order
 - 6.3.1.6. Order Date
 - 6.3.1.7. Shipping Date
 - 6.3.1.8. Identification of the Carrier
- 6.4. Substitutions
 - 6.4.1. Material substitutions will not be accepted as part of this contract due to existing fixture warranties and assured operability of the units.

7. WARRANTY:

- 7.1. The contractor shall provide all manufacturers' warranty with products upon delivery.