

DESCRIPTION/SPECIFICATION/WORK STATEMENT

STATEMENT OF WORK PART A – GENERAL INFORMATION

A.1 **INTRODUCTION** – Mountain Home VA Healthcare System is in need of a vendor to install EndoTool, a glucose monitoring system software onto servers to provide glucose monitoring in the Intensive Care Unit (ICU) for 20 beds and provide support for five (5) years, in building 200, Mountain Home VA Healthcare System, Mountain Home, TN 37684.

A.2 **BACKGROUND** – EndoTool is a highly complex system which calculates the dose of IV insulin needed to quickly, effectively and safely control blood glucose levels in hospitalized patients.

A.3 **SCOPE OF WORK** - Contractor shall provide all services, labor and associated materials to facilitate as follows:

1. Install EndoTool, a glucose monitoring system software on the servers provided by Mountain Home VA Healthcare System for 20 beds. Contractor will also provide services for 4 additional option years.
 - a) Develop appropriate parameters based upon the Intensive Care Unit specified needs. Attached is the Insulin Infusion Protocol for Diabetic Emergencies in Adults, Mountain Home and Hypoglycemia Treatment. Develop alarms to alert staff when glucose levels are either too high or too low. The contractor or their identified IT staff will troubleshoot the software and hardware to ensure it is configured correctly for the parameters provided. Any software issues encountered during and after installation will be addressed until resolved.
 - b) Provide education on how to use the software to medical staff and biomedical. Educate nursing staff on how to run reports, create schedules, create or change processes, etc. included with the software to assist staff with using the software to its full potential for patient care.
 - c) Provide 24/7 IT support for the software and hardware.
2. Vendor will perform work IAW all applicable regulations governing medical networks in healthcare facilities (NFPA 99) and National Electric Code.

B.1 WORK REQUIREMENTS

2. Vendor will provide all parts, labor, travel, and shipping needed to complete this work

STATEMENT OF WORK PART C – SUPPORTING INFORMATION

C.1 Place of Performance – Mountain Home VA Healthcare System, Mountain Home, TN 37684, ICU, Building 200.

C.2 Period of Performance – Performance needs to begin as soon as possible following the contract award. It is preferred that work be accomplished during the hours of 08:00 AM to 17:00 PM, Monday through Friday.

C.3.1 Contractor Furnished Materials – All labor, parts, supplies and tools to complete the work identified.

C.3.4 Security Requirements –Per IT Checklist 6500.6 the C&A requirements do not apply and a Security Accreditation Package is not required.

Contractor shall identify which employees will be working under the awarded contract. Contractor personnel shall include employees, sub-contractors, sub-contractor employees, suppliers and delivery personnel entering the Medical Center. This does not apply to suppliers and delivery personnel making deliveries to the VA warehouse dock only. Those employees shall bring photo ID to obtain a VA Contractor identification badge that shall be worn above the belt at all times while on Medical Center property. Contractor's employees shall return all I.D. badges to designated personnel at time designated in the task order.

C.3.5 The Contracting Officer's Technical Representative (COTR) is responsible for the inspection of the work. The Contracting Officer's Technical Representative will be identified by name, telephone number and location. Inspections made by the COTR are for the sole benefit of the Government and do not relieve the Contractor of any quality control responsibilities.

C.3.6 Smoking Policy. The Contractor shall not allow smoking in any building. The Contractor shall ensure employees smoke only in designated outdoor areas, 50 feet away from buildings.

C.3.7 Parking/Traffic Regulations. Parking Permit Request form must be completed if required. The Contractor shall not park on grassy areas unless approved by the COTR and the Contractor agrees to restore areas back to VA standards. Drivers should be particularly concerned with pedestrian traffic. Yield to pedestrians in crosswalks. Posted speed limits and all other traffic controls are to be observed by operators at all times. Seat belt use is mandatory on the VA grounds.

MATERIAL AND WORKMANSHIP (APR 1984)

(a) All equipment, material, and articles incorporated into the work covered by this contract shall be new and of the most suitable grade for the purpose intended, unless otherwise specifically provided in this contract. References in the specifications to equipment, material, articles, or patented processes by trade name, make, or catalog number, shall be regarded as establishing a standard of quality and shall not be construed as limiting competition. The Contractor may, at its option, use any equipment, material, article, or process that, in the judgment of the Contracting Officer, is equal to that named in the specifications, unless otherwise specifically provided in this contract.

(b) The Contractor shall obtain the Contracting Officer's approval of the machinery and mechanical and other equipment to be incorporated into the work. When requesting approval, the Contractor shall furnish to the Contracting Officer the name of the manufacturer, the model number, and other information concerning the performance, capacity, nature, and rating of the machinery and mechanical and other equipment. When required by this contract or by the Contracting Officer, the Contractor shall also obtain the Contracting Officer's approval of the material or articles which the Contractor contemplates incorporating into the work. When requesting approval, the Contractor shall provide full information concerning the material or articles. When directed to do so, the Contractor shall submit samples for approval at the Contractor's expense, with all shipping charges prepaid. Machinery, equipment, material, and articles that do not have the required approval shall be installed or used at the risk of subsequent rejection.

(c) All work under this contract shall be performed in a skillful and workmanlike manner. The Contracting Officer may require, in writing, that the Contractor remove from the work any employee the Contracting Officer deems incompetent, careless, or otherwise objectionable.

(End of clause)

PERMITS AND RESPONSIBILITIES (NOV 1991)

The Contractor shall, without additional expense to the Government, be responsible for obtaining any necessary licenses and permits, and for complying with any Federal, State, and municipal laws, codes, and regulations applicable to the performance of the work. The Contractor shall also be responsible for all damages to persons or property that occur as a result of the Contractor's fault or negligence. The Contractor shall also be responsible for all materials delivered and work performed until completion and acceptance of the entire work, except for any completed unit of work which may have been accepted under the contract.

(End of clause)

**PROTECTION OF EXISTING VEGETATION, STRUCTURES, EQUIPMENT, UTILITIES, AND IMPROVEMENTS
(APR 1984)**

(a) The Contractor shall preserve and protect all structures, equipment, and vegetation (such as trees, shrubs, and grass) on or adjacent to the work site, which are not to be removed and which do not unreasonably interfere with the work required under this contract. The Contractor shall only remove trees when specifically authorized to do so, and shall avoid damaging vegetation that will remain in place. If any limbs or branches of trees are broken during contract performance, or by the careless operation of equipment, or by workmen, the Contractor shall trim those limbs or branches with a clean cut and paint the cut with a tree-pruning compound as directed by the Contracting Officer.

(b) The Contractor shall protect from damage all existing improvements and utilities (1) at or near the work site, and (2) on adjacent property of a third party, the locations of which are made known to or should be known by the Contractor. The Contractor shall repair any damage to those facilities, including those that are the property of a third party, resulting from failure to comply with the requirements of this contract or failure to exercise reasonable care in performing the work. If the Contractor fails or refuses to repair the damage promptly, the Contracting Officer may have the necessary work performed and charge the cost to the Contractor.

(End of clause)

CLEANING UP (APR 1984)

The Contractor shall at all times keep the work area, including storage areas, free from accumulations of waste materials. Before completing the work, the Contractor shall remove from the work and premises any rubbish, tools, scaffolding, equipment, and materials that are not the property of the Government. Upon completing the work, the Contractor shall leave the work area in a clean, neat, and orderly condition satisfactory to the Contracting Officer or the Contracting Officer's Technical Representative (COTR).

(End of clause)

ACCIDENT PREVENTION (Nov 1991)

(a) The Contractor shall provide and maintain work environments and procedures which will—
(1) Safeguard the public and Government personnel, property, materials, supplies, and equipment exposed to Contractor operations and activities;

(2) Avoid interruptions of Government operations and delays in project completion dates;
and

(3) Control costs in the performance of this contract.

(b) For these purposes on contracts for construction or dismantling, demolition, or removal of improvements, the Contractor shall—

(1) Provide appropriate safety barricades, signs, and signal lights;

(2) Comply with the standards issued by the Secretary of Labor at 29 CFR Part 1926 and 29 CFR Part 1910; and

(3) Ensure that any additional measures the Contracting Officer determines to be reasonably necessary for the purposes are taken.

(d) Whenever the Contracting Officer becomes aware of any noncompliance with these requirements or any condition which poses a serious or imminent danger to the health or safety of the public or Government personnel, the Contracting Officer shall notify the Contractor orally, with written confirmation, and request immediate initiation of corrective action. This notice, when delivered to the Contractor or the Contractor's representative at the work site, shall be deemed sufficient notice of the noncompliance and that corrective action is required. After receiving the notice, the Contractor shall immediately take corrective action. If the Contractor fails or refuses to promptly take corrective action, the Contracting Officer may issue an order stopping all or part of the work until satisfactory corrective action has been taken. The Contractor shall not be entitled to any equitable adjustment of the contract price or extension of the performance schedule on any stop work order issued under this clause.

(e) The Contractor shall insert this clause, including this paragraph (e), with appropriate changes in the designation of the parties, in subcontracts.