

STATEMENT OF WORK

A. GENERAL INFORMATION

1. **Title of Project:** DINEX Cook/Serve Pod Tray Assembly System and Training
2. **Scope of Work:** The contractor shall provide all resources (labor, materials/parts, tools, equipment, and transportation) necessary to accomplish the deliverables described in this statement of work (SOW), except as may otherwise be specified. The vendor will provide training on the Pod Tray Assembly system equipment including use, care, cleaning, and maintenance, employee efficiency, and layout and design.
3. **Background:** The Tampa VAMC Nutrition and Food Services currently uses a cook/chill food system and is switching to a cook/serve Pod tray assembly system. The current cook/chill system is dated and beyond useful life.
4. **Performance Period:** All work shall be performed Monday through Friday 4:00 AM to 8:00 PM (normal kitchen hours). Contractor may work outside normal kitchen hours by arrangement with the Contracting Officer (CO) or designated customer POC if such services are provided without additional charge to the Government.
5. **Type of Contract:** Firm and Fixed Price

B. CONTRACT AWARD MEETING

Once the Contracting Officer (CO) has provided the vendor with a valid and funded Purchase Order and then gives the verbal authorization to proceed, the contractor will coordinate the training with the customer POC identified in the purchase order.

C. GENERAL REQUIREMENTS

1. The contractor will provide the specified pieces of equipment for 2 Pod Tray Assembly systems, including the specified tray delivery and retrieval carts, for the main kitchen of Nutrition and Food Services at the Tampa VAMC, located at 13000 Bruce B. Downs, Tampa FL.
2. Delivery dates for the equipment will be mutually established and at least 4 weeks written notice will be provided by the Vendor before equipment arrives to allow for proper planning and coordination.
3. Once equipment is delivered, vendor will have up to 15 business days to complete installation and setup of Pod Tray Assembly equipment. Installation and setup dates and times must be mutually established.
4. The contractor will provide 40 hours of training on the Pod Tray Assembly system to enhance employee efficiency, educate on care, use and maintenance of each piece of equipment, and will collaborate with customer on the layout and design for equipment placement within the main kitchen. Included in the 40 hours, Vendor to provide cook/chef training for cook chill to cook serve conversion with menu planning and recipe adaptation.

D. CHANGES TO STATEMENT OF WORK

Any changes to this SOW shall be authorized and approved only through written correspondence from the CO. Costs incurred by the contractor through the actions of parties other than the CO shall be borne by the contractor.

E. GOVERNMENT RESPONSIBILITIES

The government will provide location date/times of training and confirm all training required by this SOW has been completed.