**DEPARTMENT OF VETERAN AFFAIRS**

**STATEMENT OF WORK**

**FLOOR MAT RENTAL & EXCHANGE SERVICE**

**General Information:**

The contractor shall provide all labor, transportation and materials to provide floor mat rental services in accordance with the statement of work (SOW) to designated facilities within the North Florida/South Georgia Veterans Health System (NFSGVHS).

**Scope of Work:**

The Contractor shall provide contractor owned mats for all designated locations specified in this SOW. The mats shall be of a quality and condition acceptable to the Americans with Disabilities Act (ADA) standards of usage. Mats shall be environmentally safe per Occupational Safety and Health Administration (OSHA) guidelines.

Mats shall be free fall and slip resistant, prevent hazards, anti-fatigue quality and have high-traffic rating standards. The company name and logo shall be clearly labeled on the underside of all mats. Mats shall be free of stains, tears and holes.

Entrance mats shall be black heavy traffic, rubber-backed, dirt and moisture trapping pile entrance mats (wide trap treads). Mats shall be exchanged weekly on a one-for-one basis. Size of mats are listed below. The VA may consider color mat(s) for some interior locations during the duration of the contract.

Contractor personnel shall present a neat appearance and be easily recognized as Contractor personnel and shall not be considered VA employees for any purposes.

An access badge will be given to the contractor’s personnel upon entrance into VA buildings. Badges shall be worn and properly displayed at or above the waist (facing forward) and safe guarded at all times. In the event of a lost, stolen, or destroyed badge it shall be reported immediately to the facility POC. The contractor’s personnel shall return their access badge to the facility POC or designee at the end of each pick up process.

**Other Considerations:**

The Government will provide a Contracting Officer Representative (COR) to oversee the technical aspect of the contract. A Point of Contact (POC) for each facility shall be designated for delivery and coordination purposes and provide as an escort for secured areas as needed.

The COR and/or POC’s will be the technical point of contact for all work-related requirements and do not have authorization to change, alter, or remove any requirements stated in the SOW or resultant contract. The Contracting Officer is the only Government Official authorized to make any changes to the statement of work or any resultant contract.

Contractor’s personnel shall park in the appropriate designated parking areas. The Government will not be responsible or make any reimbursement for parking violations of the contractor’s personnel.

It is the responsibility of the contractor to secure all materials, equipment and tools while on government property or in government facility. Government is not liable for any lost or stolen items that are not properly secured.

Place of Performance: See below:

* Work Hours: Normal operational hours: 7:00-4:30 ET Monday-Friday
* Delivery:Alldelivery days and times will be coordinated with each facility designated POC at time of award.
* Federal Holidays Observed: No deliveries shall be made on the days listed below: Note: When a holiday falls on a Sunday, the following Monday shall be observed as a legal holiday by the Federal Government. When a holiday falls on a Saturday, the preceding Friday shall be observed as a legal holiday by the Federal Government.

|  |  |
| --- | --- |
| New Year’s Day | January 1st |
| Martin Luther King’s Birthday | Third Monday in January |
| President’s Day | Third Monday in February |
| Memorial Day | Last Monday in May |
| Independence Day | July 4th |
| Labor Day | First Monday in September |
| Columbus Day | Second Monday in October |
| Veterans Day | November 11th |
| Thanksgiving Day | 4th Thursday in November |
| Christmas Day | December 25th |

**Locations:**

Facilities are designated into divisions;

1. Gainesville Division, Zone 1
2. Lake City Division. Zone 2

|  |  |
| --- | --- |
| **Location** | **Quantity** |
| Gainesville Division, Zone 1 | 56 |
| Lake City Division, Zone 2 | 107 |
| Total Mats | 163 |

|  |  |
| --- | --- |
| Gainesville Division  **Malcom Randall VAMC (47 Mats)**  1601 SW Archer Road Gainesville, FL 32608 | |
| 1 (6 X 10) MAT @ NHCU BACK ENTRANCE,  1 (6 X 10) MAT @ NHCU MAIN ENTRANCE,  1 (6 X 10) MAT @ NHCU 2 ND FLOOR   1. (6 X 10) MAT @ RETAIL STORE 2. (6 X 10) MATS @ COMPACTOR,   1 (6 X 10) MAT @ LINEN ROOM  1 (6 X 10) MAT @ GENERAL FOREMAN  1 (6 X 10) MAT @ WAREHOUSE ENTRANCE,  1 (6 X 10) MAT @ F-WING BASEMENT ENTRANCE,  1 (6 X 10) MAT @ DIRECTOR'S ENTRANCE,  1 (6 X 10) MAT @ SWIMMING POOL ENTRANCE,  1 (6 X 10) MAT @ CHAPEL  1 (6 X 10) MAT @ CTICU ENTRANCE, | 1 (6 X 10) MAT @ SICU ENTRANCE,  1 (6 X 10) MAT @ EMERGENCY ROOM ENTRANCE,  2 (2 X 8) MATS @ BED TOWER ENTRANCE,  1 (3 X 6) MAT @ FRONT DOOR (ON TOP OF CARPET)  1 (3 X 6) MAT @ BACK DOOR (ON TOP OF CARPET)  1 (4 X 6) MAT @ FRONT DOOR  1 (4 X 6) MAT @ BACK DOOR  1 (4 X 6) MAT @ FRONT DOOR  1 (4 X 6) MAT @ SIDE DOOR  1 (4 X 6) MAT @ FRONT DOOR (ON TOP OF CARPET)  1 (4 X 6) MAT @ BACK DOOR (ON TOP OF CARPET) |
| **T-4**  1 (4 X 6) MAT @ FRONT DOOR (ON TOP OF CARPET)  1 (4 X 6) MAT @ BACK DOOR (ON TOP OF CARPET)  1 (3 X 6) MAT @ BACK DOOR  1 (3 X 6) MAT @ SIDE DOOR  1 (3 X 6) MAT @ FRONT DOOR | **T-11**  1 (3 X 4) MAT @ SIDE DOOR  1 (3 X 4) MAT @ SIDE DOOR  1 (3 X 4) MAT @ BACK DOOR  1 (3 X 10) MAT @ FRONT DOOR |
| **T-IB**  1 (4 X 6) MAT @ FRONT DOOR  1 (4 X 6) MAT @ SIDE DOOR  1 (4 X 6) MAT @ BACK DOOR  **T-10**  1 (4 X 6) MAT @ FRONT DOOR (ON TOP OF CARPET)  1 (4 X 6) MAT @ BACK DOOR (ON TOP OF CARPET) | **T-IA**  1 (4 X 6) MAT @ FRONT DOOR  1 (4 X 6) MAT @ SIDE DOOR  1 (4 X 6) MAT @ BACK DOOR  1 (4 X 6) MAT @ FRONT DOOR  1 (4 X 6) MAT @ SIDE DOOR  1 (4 X 6) MAT @ FRONT DOOR (ON TOP OF CARPET)  1 (4 X 6) MAT @ BACK DOOR (ON TOP OF CARPET) |
| **The Villages ( 9 Mats)**  8900 SE 165th Mulberry Lane The Villages, FL 32162  1 (6 x 10) MAT @ MAIN ENTRANCE  1 (4 x 6) MAT @ PRIMARY CARE  1 (4 x 6) MAT @ AO | 1 (4 x 6) MAT @ Gl  1 (3 x 5) MAT @ EMS  1 (3 x 5) MAT @ WAREHOUSE  1 (3 x 5) MAT @ DENTAL  1 (3 x 5) MAT @ ED  1 (3 x 5) MAT @ SPS |
| Lake City Division  **Lake City VAMC (78 Mats)**  619 S. Marion Ave Lake City, FL 32025 | |
| (10) 3x5 Nylon/Rubber  (25) 3x10 Nylon/Rubber | Lake City (Pharmacy)  (43) 3x5 Antifatigue Rubber |
| **Tallahassee Healthcare Center (5 Mats)**  2181 East Orange Ave Tallahassee, FL 32311  (5) 4x6 Steady Step | **Waycross, GA CBOC (4 Mats)**  515B City Boulevard Waycross, GA 31501    (3) 3x10 Nylon/Rubber  (1) 3x5 Aramark Coffee Misc. |
| **Marianna, FL CBOC (4 Mats)**  4970 Highway 90 Marianna, FL 32446  (2) 3x4 Nylon/Rubber  (2) Scraper Mat | **Jacksonville, FL CBOC (8 Mats)**  1536 N. Jefferson Street Jacksonville, FL 32209  (4) 3x5 Nylon/Rubber  (4) 3x10) Nylon/Rubber |
| **St. Mary's, GA CBOC (4 Mats)**  2603 Osborne Rd Suite E St. Mary’s, GA 31558  (2) 3x5 Nylon/Rubber  (2) 3x10) Nylon/Rubber | **Valdosta, GA CBOC (4 Mats)**  2841 N. Patterson St. Valdosta, GA 31602  (2) 3x5 Nylon/Rubber  (2) 3x10) Nylon/Rubber |