

1.Title: Preventative Maintenance on Hologic Mammography Suite Equipment

2.Purpose: The Michael E. DeBakey VAMC (MEDVAMC) hereby issues the following Sources Sought to Request Information (RFI). This RFI is to seek Contractors with the capability to provide Houston MEDVAMC with all labor, materials, equipment, tools, travel, and supervision required for performing preventative maintenance on Hologic Mammography Suite equipment.

3.Objective: To find qualified and certified contractors with the capability to provide services to the equipment listed below:

MODELS: Dimensions 3D 8000, Digital CAD, SecurView DX-400, SecurView

SERIAL NUMBERS:

- Dimensions 3D 8000: 81008167019
- Digital CAD: C6403
- SecurView DX-400: 2980916B6880
- SecurView Manager: 2960916B0951

Contractor shall be an authorized vendor and trained technician authorized by Hologic, Inc., for proprietary equipment and services to meet all government requirements and objectives. All questions shall be answered in Section 5 of this document for the government considered contractor with the capability to meet the government requirement.

4. Place of Performance:

Michael E. DeBakey VA Medical Center (MEDVAMC)
2002 Holcombe Blvd, Bldg 100
Houston, TX 77030

5. Responses Required:

The MEDVAMC requires all the following questions answered in this RFI. Answers that are not provided shall be considered **non-responsive** to the Request for Information/Sources Sought and **contractor shall not be considered** as part of the market research.

- a. Is the contractor a Hologic, Inc., authorized vendor with certified technicians to meet all government requirements and objectives? (Contractor shall attach authorization letter to be reviewed by the government to be considered as part of the Market Research and responsive to this Sources Sought notice).
- b. Does the Contractor possess the capability to obtain software updates for Hologic, Inc., Mammography Suite equipment? (Contractor shall attach authorization letter to be reviewed by the government to be considered as part of the Market Research and responsive to this Sources Sought notice)

- c. Does the Contractor possess all required license, transportation and certification required to perform Preventative Maintenance on Hologic, Inc., Mammography Suite equipment for the following serial numbers listed below:
- Dimensions 3D 8000: 81008167019
 - Digital CAD: C6403
 - SecurView DX-400: 2980916B6880
 - SecurView Manager: 2960916B0951
- d. Contractors shall also provide:
- Point(s) of contact name, address, telephone number, and email address;
 - Company's business size; Data Universal Numbering System (DUNS) Number.
- e. Is the Contractor a small business, SDBs, HUBZone, or 8A concern? (Contractor shall attach authorization letter to be reviewed by the government to be considered as part of the Market Research and responsive to this Sources Sought notice).
- f. Has Contractor provided similar services? (Contractor shall provide in capability statement a list of active contracts for commercial, federal, state, and local governments. List of contracts shall provide communication on the Government requirement illustrating the capability for comparison).
- g. Is the Contractor available under any of the following:
- Government Wide Agency Contract (GWAC),
 - General Services Administration Schedules (GSA),
 - Indefinite Delivery Indefinite Quantity (IDIQ), and/or
 - Blanket Purchase Agreement (BPA)?
- (Please list the contract number and a brief summary of the products and services provided).
- h. Provide a short summary of your potential approach to this type of contract and meeting the specific requirements per the draft Statement of Work and your experience managing similar contracts with similar requirements for the MEDVAMC.

6. Opportunity:

The MEDVAMC, is seeking information from potential contractors on their ability to provide this service. THIS IS A REQUEST FOR INFORMATION (RFI) ONLY. Small Business Concerns are encouraged to provide responses to this RFI in order to assist the MEDVAMC in determining potential levels of competition available in the industry. Contractor shall provide answers to all questions requested and shall possess the capability to provide all requirements and objectives per the **DRAFT STATEMENT OF WORK.**

7. Instructions and Response Guidelines:

RFI responses are due by December 11, 2017 at 9:00am (Central Time); size is limited to 8.5 x 11 inches, 12-point font, with 1-inch margins in Microsoft Word format via email to jeneice.mcclinton@va.gov .

All Questions shall be submitted by December 8, 2017 at 1:00 pm (Central Time) via email to jeneice.mcclinton@va.gov . Telephone requests or inquiries will not be accepted.

The subject line shall read:

36C256-18-Q-9072

Sources Sought Preventative Maintenance on Hologic Inc., Mammography Suite equipment

NO SOLICITATION EXISTS AT THIS TIME. There is no page limitation on above subparagraphs 5(a) - 5(g). Please provide the information you deem relevant in order to respond to the specific inquiries of the RFI. Information provided will be used solely by MEDVAMC as "market research" and will not be released outside of the MEDVAMC Purchasing and Contract Team. This RFI does not constitute a Request for Proposal (RFP), Invitation for Bid (IFB), or Request for Quotation (RFQ), and it is not to be construed as a commitment by the Government to enter into a contract, nor will the Government pay for the information submitted in response to this request. All information contained in this RFI is preliminary as well as subject to modification and is in no way binding on the Government.

7. In accordance with FAR 15.201(e), responses to this notice are not offers and cannot be accepted by the U.S. Government to form a binding contract. If a solicitation is released, it will be synopsisized in the Federal Business Opportunities (FedBizOpps) website or GSA. It is the responsibility of the interested parties to monitor these sites for additional information pertaining to this RFI, or future RFP.

8. Contact Information:

Contract Specialist, Jeneice McClinton

Email address: jeneice.mcclinton@va.gov

Your responses to this notice are appreciated.

THIS NOTICE IS NOT A REQUEST FOR COMPETITIVE QUOTES; however, any firm that believes it can meet the requirements may give written notification prior to the response due date and time. Supporting evidence must be furnished in sufficient detail to demonstrate the ability to perform the requirements.

DRAFT Statement of Work

Michael E. DeBakey VA Medical Center (MEDVAMC)

Hologic Annual Service Agreement

I. GENERAL REQUIREMENT

Contractor shall provide all labor, materials, equipment, tools, travel, and supervision for preventative maintenance on Hologic, Inc., Mammography Suite equipment at the Michael E. DeBakey VA Medical Center (MEDVAMC) in Houston, Texas. Vendor will provide services to the equipment and include but not limited to:

- Telephone and remote diagnostic and repair support 24 hours/day, 7 days/week
- All replacement parts including glassware
- All travel time and labor coverage for on-site work during standard hours (hours of work below)
- On-site emergency coverage for down equipment.
- Preventive Maintenance inspections per the original manufacturers specifications
- Software updates that are produced by Hologic, Inc.
- Safety and Quality updates released by Hologic, Inc.
- Must ensure the equipment will maintain American College of Radiology ("ACR") Compliance

II. EQUIPMENT:

The Contractor shall ensure equipment to be in good operating condition and does not apply to any instrument damaged through negligence, misuse, abuse, fire, or explosion or any act of God.

EQUIPMENT IDENTIFICATION

NAME/DESCRIPTION OF EQUIPMENT: Hologic Mammography Suite

MANUFACTURER: Hologic Inc.

MODELS: Dimensions 3D 8000, Digital CAD, SecurView DX-400, SecurView Manager, Affirm Breast Biopsy System

SERIAL NUMBERS:

- Dimensions 3D 8000: 81008167019
- Digital CAD: C6403
- SecurView DX-400: 2980916B6880
- SecurView Manager: 2960916B0951

III. CONTRACTOR PERFORMANCE:

The Contractor must provide adequate records indicating capacity to work on the equipment. The records must contain a minimum of 5 years of work on all of the equipment listed and work of a similar quantity. Provide certificate from Hologic, Inc., stating technicians are trained to work on the equipment specified, provide remote diagnostic support, provide software updates within 3 months as they are released by Hologic, Inc.,

and provide Quality and Safety updates within 3 months as they are released by Hologic, Inc.

IV. ADDITIONAL SERVICES:

Contractor shall ensure all equipment is in optimum working condition upon completion of service maintenance and that the Contractor notify Contracting Officer Representative (COR) of any deficiencies at least one (1) day before the completion of service. Any changes, updates or retrofits made on any component or system shall be reported to the COR for annotation on station equipment manuals and records. For any service call made during normal working hours, the Contractor's repairman shall report their arrival and departure to the COR. Contractor shall notify COR of any engineering and software update necessary for continued optimum operation of the equipment immediately. The Contractor technician/ repairman shall complete a full service report, in writing, after each service call (emergency or scheduled) and submit either a hard copy or an electronic version of this report to the COR within 5 days after the service day.

V. PERFORMANCE AND RESPONSE TIME

1. The Contractor shall respond to service calls, within half an hour for telephonic response, and on-site within four hours. This requirement for response time shall for services calls during the VA normal business hours.
2. The Contractor shall perform service competently and be experienced, factory-trained to work on the specific equipment. Performance shall be first-class and accomplished in accordance with manufacturer's instructions, including but not limited to adjustments, calibrations, cleaning, lubricating, testing, disassembly, check-out, replacement of worn or defective parts, etc., required to keep the equipment in first-class operating condition. All work shall be performed to the satisfaction of the COR who will inspect the repairman's work and indicate his approval on a signed statement prior to the repairman's departure from the premises.
3. Service calls during the VA normal business hours and related to malfunctions not successfully preempted by preventive maintenance shall be included in service. Repair service calls shall not take time away from preventive maintenance and other requirements.
4. Emergency service or repairs authorized by the COR, which occur after the VA normal business hours of operation, shall be accomplished handled by one repairman only unless approved in advance by the COR. If regular timework must be carried over and the Contractor wishes to continue to work beyond the VA normal business hours of operation, authorization for overtime work must be obtained from the COR before proceeding.
5. The Government shall not be responsible for incidental charges including, but not limited to, parking, tolls, mileage, phone, etc., on straight time or overtime work.

VI. OTHER WORK

1. Maintenance problems discovered on equipment which the Contractor believes exceed the scope of work, shall not be worked on without concurrence and specific authorization from the BIOMED COR to perform repairs. The Contractor shall immediately notify the BIOMED COR of any equipment or environmental conditions which impair or jeopardize the functioning of the equipment.
2. In any case as mentioned above, the VA shall be explicitly notified in advance of additional charges that will be incurred, prior to beginning such work. In such instances the work is not within the scope, and the VA desires the Contractor to perform repairs the Contractor will be notified. Any service required which the Contractor believes to be in excess of the scope of work and require additional payment (e.g., work beyond normal work hours) shall not be performed without prior authorization from the BIOMED COR.
3. Contractor shall provide equally responsive, competent service for additional work on covered equipment when requested by the VA, during regular business hours or after--hours.

VII. DOCUMENTING

The contractor shall supply certification of tuberculosis testing completion prior to commencing any work located on the MEDVAMC campus.

- a) The Contractor shall maintain a separate maintenance record on each equipment. All maintenance records shall be readily available anytime upon request for inspection by the COR. The maintenance record is the property of the government and shall be turned over to the Government at the end of performance. The maintenance record shall be a chronological file that includes the following information:
 - (1) Date.
 - (2) Nature of work (i.e. PM or repair services).
 - (3) Description of work performed (contractor should be brief and concise).
 - (4) Any indication of problems experienced.
 - (5) Initial or signature of repairman performing work.

VIII. PROCEDURE FOR REPORTING OF ARRIVAL AND DEPARTURE FOR ONSITE WORK

The Contractor's technician/representative shall report arrival and departure for onsite work in accordance with the following procedure:

1. Upon arrival at the station, the Contractor shall check in with the BIOMED shop to sign in on response log, so that the VAMC will be aware of the Contractor's presence

at the facility at all times. Response time shall be determined by the first appearance of a service representative at the appropriate office in response to a particular call.

2. Upon each departure, Contractor shall serve notice of disposition of work to the COR or designee. The contractor shall furnish the BIOMED COR a copy of a work order, service sheet or other such written notification of services performed. Such reports shall include at a minimum the following information:
 - Name and address of contractor
 - Name of contractor employee(s) performing the work
 - Date(s) work performed and hours spent.
 - Brief description of work performed, including preventive maintenance services and identification of equipment worked on.
 - Signature of contractor's employee(s) and signature of COR..
 - If the report is not submitted, it will indicate to the Government that no inspection or maintenance was performed and payment may be withheld and/or delayed.

IX. UNIFORMS

The Contractor shall require all employees, including supervisors, to wear distinctive uniform clothing for ready identification, and assure that every employee is in uniform no later than the time specified by the COR, or otherwise no later than 10 working days from the date an employee first enters on duty. The uniform shall have the Contractor's name, easily identifiable, affixed thereon in a permanent manner such as a badge or monograms.

X. HOURS OF WORK:

Services shall be performed during the VA normal business hours, 8:00 a.m. through 5:00 p.m., Monday through Friday, excluding Government holidays. On-site emergency services for down Equipment shall be performed after the VA normal business hours from 5:00 p.m. to 9:00 p.m. Monday through Friday, excluding Government holidays. All emergency service requests shall be placed by 2:00 p.m. the day emergency services is being requested.

XI. REMOVAL OF EQUIPMENT:

Should a piece of equipment require repair at the Contractor's plant, the Contractor shall provide a loaner. Government property cannot be removed from the station without a signed Property Pass. This Property Pass may be obtained from Acquisition & Material Management Service, Personal Property Section, Room 4A-320 after removal is authorized by the COR. The Contractor may not remove equipment from Government site for minor repairs. The Contractor shall be responsible for damage or loss of equipment.

XII. PARTS:

The Contractor shall furnish only new standard parts. All parts shall be of current manufacture and shall have versatility with presently installed equipment.

All new installed replacement parts become the property of the Government. Replaced parts shall be disposed of by the Contractor after obtaining approval from the COR. Contractor shall be responsible for disposing replaced parts in accordance with applicable federal, state, and local laws.

XIII. SAFETY REQUIREMENTS:

The Contractor shall take such safety precautions reasonably necessary to protect the lives and health of occupants of the building. The Contractor shall have one supervisory employee, who will disseminate requirements to those who work at our facility, report to the Safety Manager's office for a one- (1) time training class before working on-site. The COR will notify the Contractor of any noncompliance with the foregoing provisions and the action to be taken. The Contractor shall, after receipt of such notice, immediately correct the conditions to which attention has been directed. Such notice, when served on the Contractor or his representative at the site of work, shall be deemed sufficient for the purpose mentioned above. If the Contractor fails or refuses to comply promptly with such notice, the Contracting Officer may issue an order stopping all or any part of the work and hold the Contractor in default.

XIV. ORDERS:

All orders for service will be placed by the COR and the Contractor's service representatives shall report to the COR prior to the commencement of work and after completing the services. Services to be rendered will be as directed by the COR, and any changes must receive concurrence of that.

XV. OTHER REQUIREMENTS

- a) The Contractor shall require his employees to comply with all VA rules and regulations pertaining to the conduct of his employees while on station. Particular attention is drawn to the fact that the VAMC is a **NO SMOKING** Facility. Smoking is not permitted in any building.
- b) Contractor shall have use of station telephones to make business calls related to Medical Center's equipment. Misuse of this privilege will necessitate the need to require the contractor to use public telephones.
- c) **UNAUTHORIZED USE OF GOVERNMENT EQUIPMENT**
(1). The Contractor shall not allow his/her employees, including Subcontractor

employees, to open desk drawers, cabinets, or to use office equipment, including the use of non-pay telephones for any purpose other than a local emergency call.

- (2). The Contractor shall be responsible to provide all necessary equipment, tools, parts, and materials to perform the work. The Government shall not be obligated to provide any equipment, tools, parts, and materials to assist the Contractor in performing the work.

XVI. WARRANTY

The Contractor shall warrant satisfactory equipment condition for repair and maintenance work for a period of ninety (90) days immediately following completion of such work.

The Contractor shall warrant satisfactory equipment condition for covered systems for a period of ninety (90) days immediately following the expiration date of work performed.

Warranty service shall be limited to correcting items discovered to be in poor condition due to insufficient upkeep or failure to replace worn parts during the performance period. The Contractor shall correct these deficiencies upon notification by the Contracting Officer Representative (COR). This warranty shall remain valid while other parties perform service on the overall systems in question, provided the individual items requiring warranty service have not been obviously subjected to unnecessary, detrimental treatment by parties other than the Contractor (qualified service performed which is reasonable and necessary to uncover the deficiency shall not void warranty obligations of the Contractor). When directed to correct any such deficiency, the Contractor shall complete the required repairs with the same responsiveness stipulated in Section V, "Performance and Response Time". Each repair performed in satisfying this warranty clause shall include a ninety-day extension of this warranty for the subject item, from the completion date of the related warranty work, as well.

XVII. GOVERNMENT PARTY TO EXECUTE AND AMEND PERFORMANCE WORK STATEMENT

After the work has been in force for a period of time, it may be necessary to change and/or modify, amend the operations to provide better service. Pursuant to FAR 43.102, no government personnel other than the Contracting Officer can execute modifications on behalf of the government.

XVIII. END OF SERVICE PERIOD

No service shall be performed under this agreement after the performance expiration date without written authority or direction from the Contracting Officer.

End of Scope of Work