

Armored Car Service Statement of Work

Furnish all labor, materials, and transportation necessary to provide Armored Car Service to the San Antonio VA Medical Center, 7400 Merton Minter Boulevard, San Antonio, TX 78229 and Kerrville VA Medical Center, 3600 Memorial Blvd, Kerrville, TX 78028. Contractor will pick up and deliver funds to JP Morgan Chase Bank located at: 4011 San Pedro Ave, San Antonio, TX. 78212 and to the Kerr County Federal Credit Union located at: 3700 Memorial Blvd, Kerrville, TX 78028. All services will be performed and accomplished in accordance with the terms, conditions, specifications, and schedule of the subject contract.

We are requesting 1 base year with 4 options years.

1. SERVICES:

- a) The contractor will pick up deposit from the San Antonio VAMC Agent Cashier's Office and deliver to JP Morgan Chase Bank located at: 4011 San Pedro Ave, San Antonio, TX. 78212. The services are to be performed Monday, Wednesday and Friday between the hours of 8 A.M. and 12 P.M.
- b) The contractor will pick up deposit from the Kerrville Canteen with the same day / next day delivery to Kerr County Federal Credit Union, 3700 Memorial Blvd, Kerrville TX. The services are to be performed Monday between the hours of 1 P.M. and 4 P.M.
- c) The contractor will pick up deposit from the Kerrville VAMC Agent Cashier's Office on Wednesday and deliver on Thursday, to JP Morgan Chase Bank located at: 4011 San Pedro Ave, San Antonio, TX. 78212. The services are to be performed Wednesday between the hours of 1 P.M. and 4 P.M.

2. SPECIAL CONTRACT REQUIREMENTS:

- a) The contractor will be required to provide security type firearm holster to all armed personnel. The holsters must have a minimum of "dual retention" consisting of non-stretch thumb break to facilitate re-holstering the gun, and an internal locking device that positively locks the gun in the holster making it extremely difficult to remove the gun from the top, side front, or rear, yet easy for the officer to quickly and easily draw the gun. Armored guards will keep their weapon hands free at all times.
- d) The contractor (contractor's employee) will enter the building using the closest entry point to the area designed for pick-up/delivery to avoid undue exposure to our patient/employee/visitor population. This will apply to each designate pick-up/delivery point even if it requires moving the armored car from one area of the same building to another.

- e) Signature book and cash bags will be used for each pick-up/delivery for record keeping purposes. The contractor will sign a Receipt Book each time money is picked up at the VAMC's Agent Cashier's Office. The record book will include the date, consignee (bank), contents (dollar amount), bag number, number of items and signature of driver/security guard.
 - f) Signature of authorized employee: The VA and the contractor shall furnish each other with a list of names and individual signature in duplicate of employees who shall have the right to receipt for pick-up/delivery.
- e) The contractor shall obtain all necessary licenses and/or permits required to perform this service. The contractor shall take all precautions necessary to protect person and property from injury or damage during the performance of this contract that is caused by staff of the contractor's employee's fault or negligence.
- f) The VA reserves the right to modify the pick-up/delivery schedule.

3. FEDERAL HOLIDAYS observed by the VAMC are:

New year's Day	Labor Day
Martin Luther King Day	Columbus Day
President's Day	Veteran's Day
Memorial Day	Thanksgiving Day
Independence Day	Christmas Day

4. PICK-UP/DELIVERY LOCATIONS:

Pick-up Locations: San Antonio VA Medical Center
7400 Merton Minter Blvd
San Antonio, TX. 78229

Agent Cashier Office: Room X112

Delivery Locations: JP Morgan Chase Bank
4011 San Pedro Ave
San Antonio, TX. 78212

Pick-up Locations: Kerrville VA Medical Center
3600 Memorial Blvd
Kerrville, TX. 78028

Agent Cashier Office: Room 161

Delivery Locations: JP Morgan Chase Bank
4011 San Pedro Ave
San Antonio, TX. 78212

Pick-up Locations: Kerrville VA Medical Center
3600 Memorial Blvd
Kerrville, TX. 78028

Kerrville Canteen Office:

Delivery Locations: Kerr County Federal Credit Union
3700 Memorial Blvd
Kerrville. TX 78028