

**Performance Work Statement
Waste Removal
VA Sierra Nevada Health Care System**

Section 1: General Information

1.1 General: This is a non-personal services contract to provide waste removal services for the VA Sierra Nevada Health Care System (VASNHCS). The Government shall not exercise any supervision or control over the contract service providers performing the services herein. Such contract service providers shall be accountable solely to the Contractor who, in turn is responsible to the Government.

1.2 Period of Performance:

Base Year:	October 1, 2018 to September 30, 2019
Option Year 1:	October 1, 2019 to September 30, 2020
Option Year 2:	October 1, 2020 to September 30, 2021
Option Year 3:	October 1, 2021 to September 30, 2022
Option Year 4:	October 1, 2022 to September 30, 2023

1.3 Place of Performance:

Reno Medical Center 975 Kirman Ave Reno, NV 89502 Washoe County	Fallon Outpatient Clinic 1020 New River Parkway, Suite 304 Fallon, NV 89406 Churchill County
East Campus 1201 Corporate Blvd Reno, Nevada 89502 Washoe County	Capitol Hill Homeless Program 350 Capitol Hill Ave Reno, NV 89502 Washoe County

1.4 Hours of Operation: Services shall be provided between the hours of 8:00 a.m. and 4:00 p.m., Monday through Friday, excluding the Federal holidays. The Reno Medical Center can have extended pick up hours from 8:00 a.m. to 7:00 p.m. Should the day for pickup fall on a holiday, pickup will take place on the next regularly scheduled workday.

1.5 Invoicing: All invoices from the contractor shall be submitted electronically in accordance with VAAR Clause 852.232-72 Electronic Submission of Payment Requests.

VA's Electronic Invoice Presentment and Payment System – The FSC uses a third-party contractor, Tungsten, to transition vendors from paper to electronic invoice submission. Please go to this website: <http://www.tungsten-network.com/US/en/veterans-affairs/> to begin submitting electronic invoices, free of charge.

More information on the VA Financial Services Center is available at <http://www.fsc.va.gov/einvoice.asp>.

Vendor e-Invoice Set-Up Information:

Please contact Tungsten at the phone number or email address listed below to begin submitting your electronic invoices to the VA Financial Services Center for payment processing, free of charge. If you have question about the e-invoicing program or Tungsten, please contact the FSC at the phone number or email address listed below:

- Tungsten e-Invoice Setup Information: 1-877-489-6135
- Tungsten e-Invoice email: VA.Registration@Tungsten-Network.com
- FSC e-Invoice Contact Information: 1-877-353-9791
- FSC e-invoice email: vafscshd@va.gov

Section 2: Definitions & Acronyms

2.1 Definitions:

Contractor. A supplier or vendor awarded a contract to provide specific supplies or service to the government. The term used in this contract refers to the prime.

Subcontractor. One that enters into a contract with a prime contractor. The Government does not have privity of contract with the subcontractor.

Work Day. The number of hours per day the Contractor provides services in accordance with the contract.

Work Week. Monday through Friday, unless specified otherwise.

2.2 Acronyms:

COR	Contracting Officer Representative
EPA	Environmental Protection Agency
OSHA	Occupational Safety and Health Administration
PWS	Performance Work Statement
RMW	Regulation Medical Waste
VA	Veterans Affairs
VASNHCS	Veterans Affairs Sierra Nevada Health Care System

Section 3: Government Furnished Property, Equipment, and Services

None.

Section 4: Contractor Furnished Items and Services

The Contractor shall provide all equipment, supplies, management, supervision, personnel, and transportation necessary to assure that all services are in accordance with the contract and all applicable laws and regulations. The contractor shall ensure all work meets performance standards specified in this Performance Work Statement (PWS) and referenced documents.

Section 5: Specific Tasks

5.1 The Contractor shall furnish the necessary labor, material, tools, supplies, equipment and supervision to perform the requirements of collecting, removing and disposing solid waste (non-hazardous materials), regulated medical waste (RMW), and recyclable materials at the facilities identified in Section 1.3.

5.2 The Contractor shall assume full responsibility for compliance with all Federal, State, County and City laws, rules and regulations governing collection and disposal of waste and recyclable materials.

5.3 Disposal shall be performed in such a manner as not to create conditions detrimental to public health or to constitute a public nuisance.

5.4 Frequency of Pickup:

Reno Medical Center	20 yd open top: 5 times per week, Monday – Friday 29 yd compactor: once per week on Wednesday 4 yd recyclables: once per week on Tuesday Steam clean 29 yd compactor: once per quarter
Fallon Outpatient Clinic	Medical waste pick up of 32 gal container: once per month
East Campus	4yd container: twice per week, Tuesday and Friday
Capitol Hill Homeless Program	4yd container: twice per week, Tuesday and Friday

5.5 Containers. The Contractor shall provide sufficient number of storage containers (i.e. dumpsters) and other equipment (i.e. pallets) for Government use in storing Recyclable Materials. Containers shall be delivered to and placed in the areas designated or directed by the Contracting Officer Representative (COR). Removal shall be accomplished from designated VASHNCS sites.

5.6 Types of Containers. The Contractor shall be responsible for delivery of the containers and any necessary equipment at the start of the contract and as required (in the event quantities of waste materials increase) during the term of the contract, as designated by the CO or COR. The containers shall be fire retardant and approved by the COR prior to the placement at Government facility. The Contractor shall be responsible for the removal of containers at completion or termination of the contract.

- A. The containers shall be kept in good repair; metal containers shall be painted when warranted (i.e. appearance of rust spots, stains, excessive chipping areas, etc.) and should have no leaks.
- B. Lids shall be maintained in operating conditions at all times. Returning empty Regulated Medical Waste (RMW) containers shall be sanitized and odor free.

5.7 Cleanliness of Containers. The Contractor shall maintain the furnished containers in a clean and sanitary condition at all times. The metal containers shall be steam-cleaned as needed and upon request.

- A. The area immediately surrounding the containers shall be maintained in a clean, orderly and sanitary condition. As part of each waste removal, the Contractor will remove all paper/debris from the ground in the immediate area of the container(s) that may have collected after the previous pickup.
- B. Spills. Particular attention shall be paid to the prompt cleanup of oil and/or grease spills, either generated from the vehicle(s) used to haul containers or because of container leakage.

5.8 If the VA determines that the condition of any equipment constitutes a hazard to the health, safety or welfare of VA employees, patients or the general community, the Contractor shall immediately upon receiving notice, remove the equipment from the VA installation and immediately replace it with approved equipment.

5.9 Contractor's Licenses and Permits

- A. The Contractor shall provide proof of licenses and permits for vehicles, operators and labor to remove bulk and container refuse, and RMW in accordance with Federal, State, Municipal and local regulations, if requested.
- B. The Contractor shall observe all Federal, State and local laws, regulations and procedures relative to the collection, transport, handling, storage, disposal and residue disposal when providing waste removal services under the terms of the contract.

5.10 The types of waste most covered under this contract are listed below. The VA reserves the right to identify other types of waste to be disposed of under the terms of the contract.

- A. General
- B. Wet Garbage
- C. Construction debris, including stone, brick, plaster, wood, metal, broken furniture, etc.
- D. Scrap metal, plastic, wood, etc.
- E. Scrap furnishings and equipment
- F. Mattresses and bedding
- G. Grounds care debris, including grass clippings, branches, leaves, etc.
- H. Glass and glassware
- I. Dry sludge
- J. Regulated Medical Waste (RMW)

5.11 The VASNHCS will be converting their trash compactor in approximately July 2021 to a "Sanipak or Red Bag" configuration that would sterilize RMW and co-mingle it with the general garbage. The Contractor shall remove the co-mingle general garbage on the pre-approved upon schedule.

5.12 The following list specifies the most common types of waste not covered under this contract.

- A. Radioactive waste
- B. Hazardous waste, including hazardous chemical waste
- C. Sewage and other materials, which may be legally discharged to a sewer

5.13 Alternate Methods of Disposal. Only such materials designated by the COR in section 5.10 above are subject to the terms and conditions of this contract shall be removed by the Contractor for fee.

5.14 Handling and Loading of Vehicles.

- A. The Contractor shall remove all containers from the established collection site(s). The containers shall be handled, moved and placed in Contractor's vehicle in such manner that the structural integrity of the container is maintained; that the waste is properly contained; and that environmental contamination is prevented.
- B. The Contractor shall ensure that all vehicles are properly secured prior to leaving the facility to prevent refuse from falling off trucks, thus preventing litter on roadways.
- C. Damage to Government Property. The Contractor shall reimburse the Government for any damage cause to Government property for services performed under this contract. (Federal Acquisition Regulation 52.246-25)
- D. The Contractor shall report any mishaps, accidents and incidents involving vehicle used to transport waste to the COR and to the VA Police prior to leaving the Veterans Affairs Medical Center (VAMC).
- E. The Contractor shall NOT leave vehicle unattended. If it must be left unattended, hazard signs or road flares shall be placed in front and back of the vehicle to warn traffic.

5.15 Disposal Facilities

- A. The Contractor shall certify that the facilities used for the disposal of waste are operated in compliance with Federal, State and local regulations.
- B. The Contractor shall certify that incinerators, landfills, etc., used for the disposal of waste are operated as required by law, for the disposal of the type, or types, of waste being disposed and for the packaging employed.
- C. The Contractor's disposal facilities and the facilities used by the Contractor, to store, transport, and transfer and dispose of waste shall be identified by name and location to the COR and shall be available for inspection by authorized representatives of VA upon twenty-four (24) hours' notice.
- D. Rented, leased, sub-contracted and other non-Contractor owned facilities which are used to provide service must also be identified by name and location, and must be available for inspection by authorized representatives of VA upon twenty-four (24) hours' notice provided to the Contractor.

5.16 Schedules and Frequency of Pick-ups

- A. The Contractor shall remove all waste that is designated by the facility for removal each time service is provided under the terms of the contract. No designated shippable waste shall be left by the Contractor for pickup at a later time or date.
- B. The Contractor shall immediately notify the COR or designated representative of any delay, which may prevent timely removal of accumulated waste within the limits set forth in the terms of the contract.
- C. Federal Holidays. The Contractor shall not provide services during Federal Holidays unless specifically scheduled in advance.
- D. Call Back Requirement. If a service call is inadequate (as per Terms and Conditions), the Contractor shall return (within twenty-four (24) hours after receipt of notification by the COR) to make necessary corrections to the services.

5.17 Emergency Removal within 8 hours of call.

- A. The Contractor shall respond to calls for emergency removal of waste within eight (8) hours of notification by the COR and his designated representatives (Larry Hillson, Alan Cooley, Beverly Knowles, Ann Kerrigan, Steve Aune). Emergencies would consist of trash containers needing an additional pickup in addition to the scheduled pick up. These emergencies would consist of trash containers being full and will not make it to the next scheduled pick up. Emergencies could occur on weekends and after hours.
- B. The Contractor shall provide instructions for emergency notification which will be usable at all times (i.e. answering service authorized to accept emergency calls and contact Contractor) such instructions shall be invoked in any situation where VA facilities determines that an emergency exists.
- C. Failure of the Contractor to respond within twenty-four (24) hours to requests for routine pickup will be cause for VA to order pick-up by other means. All costs to VA incurred by the failure to pick up as required will be deducted from the amounts owed to the Contractor by the Government.

5.18 Contractor Qualifications.

- A. The Contractor personnel shall be trained and certified to perform under this contract. The Contractor shall furnish a copy of technician's training and experience in regard to waste removal.
- B. The Contractor personnel shall wear an appropriate and professional uniform with company's logo/name and nametag.
- C. Whenever there is a change in personnel, evidence of training, certifications, and licenses shall be presented to the COR prior to the start of work. The Contractor shall not employ drivers who do not meet the personnel qualifications of this contract.
 - 1) The Contractor shall be responsible for using appropriate driver screening and selection criteria when employing drivers. Such screening shall include but not limited to testing drivers for prohibited drug use and alcohol misuse; a criminal background check, to the maximum extent permitted by state law.

- 2) Drivers shall possess a valid operator's license in accordance with (IAW) Federal, State and local government requirements.

5.19 Inspection of Premises. The contractor should inspect the premises prior to submitting a quote in order to be fully aware of the scope of services required. Failure to do so will in no way relieve the successful contractor from performing in accordance with the terms and conditions of this contract.

5.20 Contractor's Quality Control Program (QCP)

- A. The Contractor shall establish and maintain quality control to ensure all contract requirements are met. An original and one (1) copy of the Contractor's QCP shall be forwarded to the COR. The COR will review the QCP and list any needed clarifications, and return to Contractor for response, if necessary. The Contractor's QCP shall include the following or have incorporated into during performance of contract, at a minimum:
 - 1) An inspection plan covering all services is required by this contract. The inspection plan must specify the equipment to be inspected on a scheduled basis.
 - 2) On-site records of all inspections/repairs conducted by the Contractor noting necessary corrective action taken. The Government reserves the right to request copies of any and/or each repair.
 - 3) The Contractor shall maintain on-site records of all repairs and maintenance.

Section 6: Attachments

Attachment #1 Quality Assurance Surveillance Plan

Attachment #2 Wage Determinations

15-5595 (rev 6) Washoe County

15-5597 (rev 8) Churchill County