

**GPS VEHICLE TELEMETRIC
TRACKING & MONITORING SYSTEM SERVICES
STATEMENT OF WORK**

PURPOSE:

The purpose of this contract is for a vendor to provide James A. Haley VA Medical Center the ability to track & locate by the use of a GPS Telematics System that supports tracking & monitoring for 256 government GSA & VA owned vehicles. The list of vehicles will be provided to the vendor upon contract award. Services will include installation of the telematics monitoring units for any new vehicle acquisitions during the term of the contract, monitoring system training and a one (1) year web-based subscription, plus one (4) year option periods. The solution must provide 24-hour access to real-time, web-based vehicle data that include mileage reports and reports that are geared towards increasing awareness of driving safety during vehicle operations.

This contract **shall not** require access to a VA system or VA sensitive information (e.g. system administrator privileged access to a VA system, contractor systems or processes that utilize VA sensitive information).

SCOPE OF WORK:

The contractor shall be responsible for purchasing and installing 256 GPS telematic units for all 256 government vehicles at the James A. Haley Veterans' Medical Center, 13000 Bruce B. Downs Blvd. Tampa Florida, 33612 in the base year of the contract. The contractor will purchase and install an estimated (20) twenty GPS telematic units during Option year (1) one, and an estimated (10) ten GPS telematic units for option years (2) two, (3) three, and (4) four. The installation will include all hardware and supplies. All unit's installations will be conducted at the James a. Haley Veterans; Medical Center.

The features of the GPS units shall include:

- Configurable Reporting – On-demand or scheduled. System should provide users access to real-time, on-demand online notification and be able to view reports of past behavior, real-time, on-demand online mapping and reports of the present position of their vehicles.
- The ability to schedule reports on a daily, weekly, or monthly basis or range of dates.
- Exception alerting capability to be able to manage to VA's defined business processes. Includes vehicle speeding, idle time, landmark entry/exit, and stop count and duration, battery, distance driven and off-hours use.
- The ability to have the reports emailed to as many as eight (4) different e-mail addresses or to a FTP site hosted by the agency.
- The ability to set multiple exception reports and alerts.

- Landmarks - The system should provide landmark reports by vehicle and landmark. Allow user to easily find locations important to the agency. Ability to define up to twenty (20) unique types of landmarks.
- Map View - Graphical display of your vehicles in real time. View the real-time status and locations of your vehicles anywhere in the country.
- Organizational Hierarchy – Ability to organize all vehicles, employees and users in a multitier configuration.
- Real-time location pinging of all vehicles (manual update).
- Real-time asset status change update of all vehicles (moving, parked, etc.).
- Role Based Access Control - Tailor each user's access to specific features/capabilities.
- Vehicle Maintenance including Maintenance reports and alerts - Keep track of when your vehicles need maintenance. The ability to get alerts when vehicles are ready for an oil change or tire rotation. This can be based on the number of miles on the vehicle and not the number of hours of use. System should also provide vehicle maintenance overdue report summaries.
- 24/7 Customer Support to the VA locations previously listed in this SOW.
- User Training – Access to both online self-paced and instructor led training.
- On-board vehicle diagnostics and fault code reporting including the code and descriptions of the code in real-time.
- Driver safety in-vehicle hardware module which alerts the driver to behaviors outside set guidelines. The module includes LED lights to display information to the driver in regard to safe driving metrics. Metrics include accelerations, decelerations and turns.
- Driver safety dashboard and reports to provide detailed overview of the behavior of each vehicle.
- Driver scorecards and reports to identify areas of improvement, including harsh accelerations, decelerations, turns and speed.
- Map displaying harsh maneuver event locations.
- Exception reports to capture speeding and idling events.
- Carbon reports - The system shall record fleet carbon emission data CO2 output.
- The system shall be capable of recording Position-Velocity-Time data at a sampling rate every 1-8 seconds.
- The system shall report the ending odometer reading at the end of each vehicle trip. The system shall also report the total vehicle miles driven for each calendar period and on demand or scheduled period.
- Contractor shall replace any inoperable or faulty telematics units within fourteen (14) business days of being notified by the government representative. Contractor shall repair or replace units at the assigned vehicle location as listed above.
- Contractors shall be equipped with all necessary tools, equipment, and Personal Protective Equipment (PPE) to perform the telematics unit installation work safely, effectively, and timely.
- Contractor's tools, equipment, and PPE shall comply with the requirements of OSHA Standard 29 CFR 1910, Subpart I, and NFPA 70E.
- Contractor shall be responsible for the removal and the proper disposal of all construction debris.
- Vendor shall provide instructor-led training and a one (1) year web-based subscription that includes access to data, plus one (1) year option period.

GENERAL:

The hours of work shall take place during the normal business hours of 7:30am and 4pm, Monday through Friday, Federal Holidays excluded. Request for weekend work must be submitted in writing to the government representative. "Inspections" will require a prior five (5) day notification submitted to the Contracting Officers Representative (COR).

All work shall be carried out to the satisfaction and approval of the James A. Haley Medical Center COR. The contractor shall be responsible for demonstrating that the completed project meets the requirements as specified.

PERIOD OF PERFORMANCE:

Base Year September 2018 – August 2019
Option year 1: September 2019 – August 2020
Option year 2: September 2020 – August 2021
Option year 3: September 2021 – August 2022
Option year 4: September 2022 – August 2023

LABOR:

Labor involved with the installation, removal, or repair of GPS devices shall be accomplished at:

**James A. Haley Veterans' Hospital
13000 Bruce B. Downs Blvd
Tampa FL. 33612**

POINTS OF CONTACT:

COR – Contracting Officer Representative – Kathleen Jarmula
CO – Contracting Officer – MARIA C. FERRER

COR DUTIES & RESPONSIBILITIES:

The COR reserves the right to inspect contractor performance in random inspections.

The COR will be responsible to certify invoices prior to payment by DFAS.

The COR will be appointed by the CO and a copy of the appointment letter outlining the responsibilities of the COR will be provided to the Contractor.

CONTRACTOR RESPONSIBILITIES & TASKS:

The Contractor shall provide qualified technicians who shall perform in a professional manner in accordance to industry standards and local VA policies.

Reviewing operating system diagnostics to ensure that the equipment is operating within its specifications.

At the conclusion of each task, the Contractor shall provide a written, itemized report indicating the date of the service, the job performed, the vehicle identification number (VIN) and license plate/tag. The invoice/report shall be delivered to the James A. Haley Veterans' Hospital, 13000 Bruce B. Downs Blvd, Tampa, Florida, 33612 , ATTN Kathleen Jarmula FMS/138.

PERSONNEL QUALIFICATION:

The Contractor must be professionally trained and qualified to work on all components of the equipment and the latest revisions of hardware and software as required by the manufacturer. Contractor personnel must be able to provide proof of successful completion of training and certification as requested by the COR.

ID BADGES & SMOKING POLICY:

Badges shall be handled via assignment of a temporary badge, issued by the VA Police, while work is being performed.

There is no smoking on VA property outside of clearly marked, designated areas.

SECURITY CONSIDERATION:

Security certification and accreditation requirements do not apply. Security Accreditation Package is not required. All VA policies shall be followed and the contractor shall not come into contact with VA sensitive information.