

DRAFT STATEMENT OF WORK (SOW)

a) GENERAL REQUIREMENTS

- (1) The contractor shall provide services to collect and culture water samples for *Legionella pneumophila* at the Michael E. DeBakey VA Medical Center (MEDVAMC) on a quarterly basis. This includes collecting the samples, completing chain of custody forms/records, preparing samples for shipment, shipping the samples to a certified laboratory as described in paragraph F below and reporting laboratory results to the Contracting Officer's Representative (COR).
- (2) At each sampling site the contractor shall concurrently measure and record the water temperature in degrees Fahrenheit, the level of free chlorine, and the pH. These results shall also be provided to the COR.

b) SPECIFIC CONTRACT WORK REQUIREMENTS

- (1) Culture of *Legionella pneumophila* from potable water.
 - i. Contractor shall make arrangements with the COR on a day and time for water sampling.
 - ii. Prior to water sampling, contractor shall obtain from the certified laboratory all materials needed for sampling. This includes sample bottles, shipping boxes, instructions and chain of custody forms.
 - iii. On the day of the sample collection contractor shall collect water samples in bottles with chemical neutralizer pellets supplied by the laboratory using the specific instructions supplied by the laboratory. Contractor shall also complete chain of custody forms/records required by the laboratory.
 - iv. Contractor shall then package samples in a laboratory-supplied box to be taken to the lab the same day they are completed.
 - v. Contractor shall be responsible for all shipping and analysis charges.
 - vi. Contractor shall provide the COR with the analysis report from the laboratory and shall make arrangements to conduct any resampling that may be necessary.
- (2) Analysis of other water parameters.
 - i. At each water sampling site contractor shall concurrently measure and record the water temperature in degrees Fahrenheit, the level of free chlorine, and the pH. Contractor shall record the foregoing parameters as well as the time and date of collection, building, room number, room function, fixture type, whether hot or cold, meter type or measurement method, model number, calibration, and S/N. The choice of fixture types is: shower, bathtub, bathroom sink, room sink, water fountain, ice machine or cooling tower. The individual making these measurements shall also sign the data sheet.
 - ii. Contractor shall provide a copy of the signed data sheet with all the required information on the day the sampling and testing is completed.
- (3) Frequency, quantity and locations of sampling.
 - i. Water sampling and parameter measurements shall be accomplished once each quarter beginning with the October – December quarter each year. Contractor shall coordinate mutually acceptable sample collection times with the COR. Quarterly sampling shall be accomplished regardless of any resampling that is required due to positive results.
 - ii. Minimum numbers and general locations of quarterly samples are listed in the table below. These numbers may increase due to the needs of MEDVAMC and the necessity of repeating any samples positive for *Legionella*.

Quarterly Water Sampling					
Location	Minimum number of hot water samples	Minimum number of cold-water samples	Estimated additional water samples (hot or cold)	Estimated repeat samples	Estimated quarterly totals
Building 100 (Main Hospital)	25	25	20	5	75

Quarterly Water Sampling					
Location	Minimum number of hot water samples	Minimum number of cold-water samples	Estimated additional water samples (hot or cold)	Estimated repeat samples	Estimated quarterly totals
CLC Units	10	10	5	3	28
Fisher House 1	10	10	1	1	22
Fisher House 2	10	10	0	1	21
Fisher House 3	10	10	0	1	21
Totals	65	65	26	11	110

- iii. The contractor shall obtain from the COR the exact number and locations of water outlets to be tested. Water outlets may include showers, bathtubs, bathroom sinks, room sinks, drinking fountains, ice machines or cooling towers.
- (4) Sample results shall be emailed to the COR only, within two business days of receipt, including laboratory analysis and chain of custody forms.
- (5) Qualifications of contractor: Contractor shall be certified by a national certifying body for the collection and analysis of water samples for environmental pollutants and shall be knowledgeable in measuring temperature, pH and free chlorine.
- (6) Qualifications of the Legionella testing laboratory. Once collected, samples are to be processed by a testing laboratory with experience in microbial testing of potable water and meeting the following criteria:
- Laboratories that process the water samples for *Legionella* shall be certified by the Centers for Disease Control and Prevention (CDC) Environmental *Legionella* Isolation Techniques Evaluation (ELITE) program or the Public Health England (PHE) External Quality Assessment (EQA) scheme as proficient at performing the culture of *Legionella* species from environmental samples. *NOTE: Per CDC guidance, rapid testing methods, such as polymerase chain reaction (PCR) and direct fluorescent antibody (DFA), are not recommended for the detection of Legionella in environmental water samples. Therefore, laboratories using rapid testing methods are not acceptable for this contract.*
 - In addition to the requirement for current CDC ELITE or PHE Legionella EQA certification, the laboratory shall also have environmental microbiology accreditation by a recognized accrediting program.
 - The laboratory shall be capable of concentrating water samples prior to plating the samples on selective media to increase the sensitivity of the assay.
 - If there is a possibility that the facility shall use molecular typing to characterize environmental *Legionella* isolates, the laboratory shall have facilities for storage of the environmental isolate(s) at least temporarily.
 - The laboratory shall provide detailed instructions for water collection including any provisions for the building's water containing biocides (e.g. chlorine).
- c) SAFETY REQUIREMENTS: In the performance of this contract, the Contractor shall take such safety precautions as the Contracting Officer, or his/her designee, may determine to be reasonably necessary to protect the lives and health of occupants of the building. The Contractor shall have one supervisory employee, who shall disseminate requirements to those who work at our facility, report to the Safety Manager's office for a one-time training class before working on-site. The Contracting Officer or his/her designee shall 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 aforesaid. 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.

- (2) In addition to the days designated as holidays, the Government observes the following days:
- i. Any other day designated by Federal Statute
 - ii. Any other day designated by Executive Order
 - iii. Any other day designated by the President's Proclamation
- (3) It is understood and agreed between the Government and the Contractor that observance of such days by Government personnel shall not otherwise be a reason for an additional period of performance, or entitlement of compensation. In the event the Contractor's personnel work during the holiday, they may be reimbursed by the Contractor, however, no form of holiday or other premium compensation shall be reimbursed either as a direct or indirect cost, other than their normal compensation for the time worked.

(End of Draft Statement of Work)