STATEMENT OF WORK
SPS Sterilizer and Accessories Professional Cleaning Service Agreement
TVHS, Nashville/Alvin C York VAMC

PERIOD OF PERFORMANCE:

Base Year: 08/01/2026 – 07/31/2027
Option Year 1: 08/01/2027 – 07/31/2028
Option Year 2: 08/01/2028 – 07/31/2029
Option Year 3: 08/01/2029 – 07/31/2030
Option Year 4: 08/01/2030 – 07/31/2031

I. INTRODUCTION & SCOPE OF WORK:

The purpose of this contract is to establish a service maintenance contract for Tennessee Valley Healthcare System (TVHS).

TVHS requires continual *Quarterly* Chamber and Accessory Cleaning (CAC) Preventative Maintenance (PM) support on the following items for our Nashville VAMC Campus Sterile Processing Service (SPS): four (4) Belimed 609 VS2 Medium Sterilizers, six (6) Belimed 10201021 Sterilizer Transport Cart Loading Car/Trollies, five (5) Belimed 101-5284 Sterilizer Loading Car/Racks, one (1) Belimed CS 750 Cart Washer, two (2) Belimed CWA-004 Cart Washer Rack, and two (2) ASP/Johnson & Johnson Medical Products Inc STERRAD 100NX Sterilizers.

TVHS requires continual *Semi-Annual* CAC PM support on the following items for our Alvin C. York Campus Sterile Processing Service (SPS): one (1) Steris V-PRO MAX 2 Sterilizers, and two (2) Steris AX0650230830000013 Atlas Transfer Carriages.

The various sterilizers and accessories make up multiple medical systems that are used to produce high-pressure environments to kill all forms of microbial life, including bacteria, viruses, fungi, and spores. This process is effective and reliable, ensuring that medical instruments are safe to use on Veterans. Infection control is a top priority in any medical facility, especially at TVHS VAMC. These sterilizers and accessories must receive routine professional cleanings as required by the OEM and by TJC (EC.02.04.03), to ensure the safety of our Veterans and Clinical users against infection risk. The following Statement of Work (SOW) will detail the scope of contractor obligations including all support requirements.

II. REQUIREMENTS:

A. Equipment Identification:

EE #	Serial #	Model	QTY	Manufacturer	Description
159849	2005034	609 VS2	1	Belimed	**Quarterly Medium Sterilizer Cleaning - Nonabrasive sterilizer cleaning with Passivation**; • Campus: Nashville VAMC; • Location: B02H-1-NA;
159851	2005035	609 VS2	1	Belimed	**Quarterly Medium Sterilizer Cleaning - Nonabrasive sterilizer cleaning with Passivation**; • Campus: Nashville VAMC; • Location: B02H-1-NA;
159852	2005036	609 VS2	1	Belimed	**Quarterly Medium Sterilizer Cleaning - Nonabrasive sterilizer cleaning with Passivation**; • Campus: Nashville VAMC; • Location: B02H-1-NA;
159853	2005053	609 VS2	1	Belimed	**Quarterly Medium Sterilizer Cleaning - Non abrasive**

					sterilizer cleaning with Passivation; • Campus: Nashville VAMC; • Location: B02H-1-NA;
N/A	N/A	10201021	6	Belimed	**Quarterly Sterilizer Transport Cart Loading Car/Trolley Cleaning**; • Campus: Nashville VAMC; • Location: B02H-1-NA; • Accessory used with 609 VS2's;
N/A	N/A	101-5284	5	Belimed	**Quarterly Sterilizer Loading Car/Rack Cleaning - Nonabrasive cleaning**; • Campus: Nashville VAMC; • Location: B02H-1-NA; • Accessory used with 609 VS2's;
165677	27138	CS 750	1	Belimed	**Quarterly Cart Washer Cleaning**; • Campus: Nashville VAMC; • Location: B02D-1-NA;
N/A	N/A	CWA-004	2	Belimed	**Quarterly Cart Washer Rack Cleaning**; • Campus: Nashville VAMC; • Location: B02D-1-NA; • Accessory used with EE165677 CS 750;
TBD	5049265111	STERRAD 100NX	1	ASP / Johnson & Johnson Medical Products Inc	**Quarterly Low-Temp Sterilizer Cleaning**; • Campus: Nashville VAMC; • Location: B02H-1-NA;
TBD	5049265112	STERRAD 100NX	1	ASP / Johnson & Johnson Medical Products Inc	**Quarterly Low-Temp Sterilizer Cleaning**; • Campus: Nashville VAMC; • Location: B02H-1-NA;
164549	30982006	V-PRO MAX 2	1	Steris	**Semi-Annual Low-Temp Sterilizer Cleaning;** • Campus: Alvin C. York VAMC; • Location: G02C-0001-MU; • Accessories used with EE164549 V-PRO MAX 2: (2) - P15052664F Sterilization Shelves;
N/A	30762011 & 31602045	AX0650230830000013 Atlas Transfer Carriage 26" X 37.5" X 48"	2	Steris	**Semi-Annual Transport Cart Loading Car Cleaning**; • Campus: Alvin C. York VAMC; • Location: G02C-0001-MU;

B. Scheduled Chamber and Accessory Cleaning Preventive Maintenance (CAC PM):
The Contractor shall perform Quarterly (Nashville VAMC) and Semi-Annual (Alvin C. York VAMC) CAC PM services to ensure that equipment listed in the schedule performs in accordance with the

manufacturer's standards/specifications. The Contractor ensures compliance to regulatory requirements. See Section III, References for additional information.

1. *CAC PM Expectations*:
    a. All CAC PMs shall be conducted as Original Equipment Manufacturer (OEM) recommends. All procedures/protocols will be performed as intended. All CAC PMs shall be conducted pursuant to OEM hardware/software specifications found in the applicable service manuals from the OEM.
    b. Chamber cleaning shall include inspection, performing the necessary set-up (zero-dust chamber) and chamber cleaning, using a non-toxic biodegradable compound. Chamber cleaning shall be performed with high-speed buffers to remove chamber build-up without harming the chamber and restore to its original finish. SPS sterilizer accessories shall undergo applicable descaling and cleaning protocols to restore the accessories to their original finish to remove build-up without harming accessories.
    c. All CAC PMs shall be completed within the month they are due (no exceptions). Any late PMs may be reported to the Contracting Officer (CO) as a Contractual deficiency. Example: If a PM is due in August, the Contractor shall ensure that the actual CAC PM work and report are completed by the last day of August.
    d. The Contractor shall provide (at no additional cost to the Government), all necessary service parts, labor, and travel to complete the required CAC PMs as part of this service agreement. This will also include shipping via FedEx Priority, packaging material, and handling costs. Any charges services, manuals, tools, or software required to successfully complete scheduled PM are included within this contract, and its agreed upon price, unless specifically stated in writing otherwise.
    e. The Contractor shall be able to track the maintenance of the equipment covered by this contract. CAC PM history reports shall be provided by the Contractor upon request by the VA.
    f. All engineering service reports shall be submitted to the equipment user for an "acceptance signature" and to the COR for an "authorization signature." If the COR is unavailable, a signed copy of the Engineering Service Report (ESR) will be sent to the COR after the work is performed.

2. *Competency of Personnel Performing CAC PM:*
    a. CAC PM shall be completed by a factory (OEM) trained service representative/technician (no exceptions). They must be factory trained on all items listed in the equipment schedule. The Contractor shall provide certificates to the CO with the bid that states the service representative, or service technician has been trained and certified in the performance of this work by the OEM (no exceptions). OEM training certificates will be requested during the evaluation process. Any service representatives/technicians that are not factory trained and/or do not have OEM training certificates will not qualify to work on the SPS sterilizers and accessory equipment at TVHS. Contractor service representatives/technicians must have experience with professional cleaning of the Belimed & Steris equipment in this SOW to prevent damage.
    b. Each respondent must have an established business, with an office and full-time staff. The staff includes a "fully qualified" Field Service Engineer (FSE) and a "fully qualified" FSE who will serve as the backup.
    c. "Fully Qualified" is based upon training and on experience in the field. For training, the FSE(s) has successfully completed a formalized training program, for the equipment identified in the Section A and B schedule. For field experience, the FSE(s) has a minimum of two years of experience, with respect to scheduled CAC PM on Belimed & Steris Equipment.
    d. The FSEs shall be authorized by the Contractor to perform the maintenance services. All work shall be performed by "Fully Qualified" competent FSEs. The Contractor shall provide written assurance of the competency of their personnel and a list of credentials of approved FSEs for each make and model the Contractor services at the VAMC.

The CO may authenticate the training requirements, request training certificates or credentials from the Contractor at any time for any personnel who are servicing or installing any VAMC equipment. The CO and/or Contracting Officer's Representative (COR) specifically reserves the right to reject any of the Contractor's personnel and refuse them permission to work on the VAMC equipment.

e. If subcontractor(s) are used, they must be approved by the CO; the Contractor shall submit any proposed change in subcontractor(s) to the CO for approval/disapproval.

3. *CAC PM Service Hours:*

a. Normal Business hours coverage (8:00AM- 5:00PM CST), Monday through Friday, excluding holidays is required. All CAC PMs will be performed during normal hours of coverage unless requested or approved by the COR or their designee.

b. Federal Holidays observed by the VAMC are:

New Years' Day	Labor Day
Martin Luther King Day	Columbus Day
Presidents' Day	Veterans' Day
Memorial Day	Thanksgiving Day
Independence Day	Christmas Day
Juneteenth	

C. Reporting Required Services Beyond the Contract Scope:

The Contractor shall immediately, but no later than twenty- four (24) consecutive hours after discovery, notify the CO and COR (in writing) of the existence or the development of any defects in, or repairs required, to the scheduled equipment which the Contractor considers he/she is not responsible for under the terms of the contract. The Contractor shall furnish the CO and COR with a written estimate of the cost to make necessary repairs.

D. Condition of Equipment:

The Contractor accepts responsibility for the equipment described in paragraph II., in "as is" condition. Failure to inspect the equipment prior to contract award will not relieve the Contractor from performance of the requirements of this contract.

E. Service Manuals:

The VAMC shall not provide service manuals or service diagnostic software to the contractor. The contractor shall obtain, have on file, and make available all FSE's all operational and technical documentation (such as operational and service manuals, schematics, and parts list) which are necessary to meet the performance requirements of this contract. The location and listing of the service data manuals, by name and/or the manuals themselves, shall be provided to the CO upon request.

III. **REFERENCES**:

Contract service shall ensure that the equipment functions in conformance with the latest published edition of NFPA-99. The listed equipment shall be maintained in accordance with the manufacturer's standards and/or specifications. Preventive Maintenance inspection/repair procedures shall be in accordance with the manufacturer's specifications and schedule for PM's

IV. **DELIVERY**:

A. Hours Of Coverage & Reporting Requirements:

1. For on-site work, the Contractor shall be required to report to Biomedical Engineering to sign-in during normal working hours of 8:00AM to 4:30PM, Monday through Friday, excluding holidays. This check-in is mandatory. When the service is completed, the FSE shall document services rendered on a legible ESR(s). The FSE shall be required to sign-out with Biomedical Engineering and submit the ESR(s) to the equipment user for an "acceptance signature" and to the COR for an authorization signature". If the COR is unavailable, a signed copy of the ESR will be sent to the COR after the work is performed. All service/repairs will be performed during normal hours of coverage unless requested or approved by the COR or their designee.
2. Preventive maintenance will be performed per OEM required schedules.

3. Work performed outside the normal hours of coverage at the request of the COR will be billed at the price listed in this contract. Billing will include service time plus one (1) hour for travel time, and exclude parts, as they are included. Work performed outside the normal hours of coverage at the request of FSE will be considered service during normal hours of coverage.

- VA Biomedical Contact Person(s): Brianna Stehlik
  - Location: Building 5, Room G27, Murfreesboro Campus
  - Cell phone: (615) 752-1596

- Contractor -- Provide telephone number(s) to call for your Service Department:
  - _____

- Provide name(s) of authorized contact person(s):
  - _____

V. **PROGRESS AND COMPLIANCE**:

Contract service shall ensure that the equipment functions in conformance with the latest published edition of NFPA-99. The above equipment shall be maintained in accordance with the manufacturer's standards/specifications. CAC PM procedures shall be in accordance with the manufacturer's specifications.

VI. **DOCUMENTATION: REPORTS:**

A. The documentation will include detailed descriptions of the scheduled and unscheduled maintenance procedures performed (i.e., Emergency repairs), including replaced parts and prices (for outside normal working-hour services) required to maintain the equipment in accordance with the manufacturer's specifications. Such documentation shall meet the guidelines set forth in Section III, References. In addition, each ESR must, at a minimum, document the following data legibly and in complete detail:
   1. Name of contractor.
   2. Name of FSE who performed services.
   3. Contractor service ESR number/log number.
   4. Date, time (starting and ending), equipment downtime, and hours on-site for the service call.
   5. VA purchase order numbers(s) cover the call if outside normal working hours.
   6. Description of problem reported by COR (If applicable).
   7. Identification of the equipment to be serviced:
      a. Inventory ID number
      b. Manufacturer's name
      c. Device name
      d. Model number
      e. Serial Number
      f. Any other manufacturer's identification numbers

B. Itemized Description of Service Performed (including Costs associated with after normal working hour services) including Labor and Travel, Parts (with part numbers) and Materials and Circuit Location of problem/corrective action.

C. Total Cost to be billed (i.e. part(s) not covered, or service rendered after normal hours of coverage).

D. Signatures:
   1. FSE performing services described.
   2. VA Employee who witnessed service described.

E. Note: Any additional charges claimed must be approved by the COR before the service is completed!

VII. **NOTES AND OTHER INFORMATION**:

A. Invoicing:
   1. Invoices will be paid following satisfactory CAC PMs basis upon receipt of service reports.
   2. Invoices shall be submitted electronically in arrears to the address indicated VA FSC P.O. Box 149971 Austin, TX 78714. Please reference the Purchase Order Number (i.e. 626-A00000).

3. Payment will be made upon receipt of a properly prepared, itemized invoice, validated by the COR, and submitted electronically.
4. A proper invoice will contain:
    a. Contractor's name and address
    b. Accurate purchase order number
    c. Dates of services performed
    d. Total amount due
    e. Location of service performed
5. Service to acknowledge invoices: Biomedical Engineering

B. Additional Charges:
There will be no additional charge for time spent at the site during, or after the normal hours of coverage) awaiting the arrival of additional FSE and/or delivery of parts. Note: Any additional charges claimed must be approved by the COR before the service is completed.

C. Security Issues:
There are no known security issues with this Statement of Work.

D. Definitions/Acronyms:
1. Biomedical Engineering - Supervisor or designee
2. CO - Contracting Officer
3. COR - Contracting Officer's Technical Representative
4. PM - Preventive Maintenance Inspection. Services which are periodic in nature and are required to maintain the equipment in such condition that it may be operated in accordance with its intended design and functional capacity with minimal incidence of malfunction or inoperative conditions.
5. FSE - Field Service Engineer. A person who is authorized by the contractor to perform maintenance corrective and/or preventive) services on the VAMC premises.
6. ESR - Vendor Engineering Service Report. A document of the services rendered for each incidence of work performance under the terms and conditions of the contract.
7. Acceptance Signature - VA employee who indicates FSE demonstrated service conclusion/status and User has accepted work as complete/pending as stated in ESR.
8. Authorization Signature - COR's signature; indicates COR accepts work status as stated in ESR.
9. NFPA - National Fire Protection Association.
10. CDRH - Center for Devices and Radiological Health.
11. VAMC - Department of Veterans Affairs Medical Center
12. VAH - Department of Veterans Affairs Hospital

E. Parking:
1. Contractors are responsible for finding their own parking space in the designated open parking areas.
2. The contractor is required to report to Biomedical Engineering Office before any repairs or services are performed.
    a. Nashville Campus (TVHS)
        Nashville VA Medical Center
        1310 24th Avenue South
        Nashville, TN 37212-2637
        (615)-327-4751
        Biomedical Engineering Office: Basement floor, Room E01
    b. Murfreesboro Campus (TVHS)
        Alvin C. York VA Medical Center
        3400 Lebanon Rd
        Murfreesboro, TN 37129
        (615)-867-6000

Biomedical Engineering Office: Building 5, Ground floor, Room G27

F. Contractor ID Badges:

Contractors required to obtain Temporary ID Badge from Engineering Service, Murfreesboro Bldg 6, Room 268 or Nashville Room D73 while on VA property, if not escorted during entire visit by an Engineering Service employee.

F. Excluded Services:

The Contractor shall not feel obligated to provide services under this Agreement for:

1. Damage to or destruction of instrument(s) covered where such damage or destruction is:
    a. A result of or caused by fire or explosion of any origin, riot, civil commotion, aircraft, war, or any Act of God including, but not limited to lightning, windstorm, hail, flood, earthquake, or
    b. Caused by the VAMC misuse or abuse of such instruments
2. Decontamination due to spillage
3. Interpretation of data
4. Installation of unauthorized field modifications
5. Accessories not listed nor included in agreement

G. Evaluation Criteria:

The Contractor shall be able to meet the following evaluation criteria included in the procurement package evaluation factors document.