STATEMENT OF WORK

BULK OXYGEN SERVICES AND CYLINDER RENTALS

WHITERIVER INDIAN HEALTH SERVICE HOSPITAL (WRSU)

A. Introduction

The Health and Human Services (HHS), Indian Health Service (IHS), Whiteriver Service Unit (WRSU) has a requirement for bulk medical gases delivery and cylinder rental services. Services include the delivery, transport, return rental of medical gas cylinders, and the procurement of bulk liquid medical oxygen.

Medical gas products will need to be readily available 24 hours per day, 7 days per week, 365 days per year which will require various delivery schedules depending on the need to prevent supply outages. The delivery of liquid medical oxygen may have two different delivery schedules which are dependent on the responsible program/office duty hours.

B. Scope

The acquisition of the medical-grade liquid oxygen will provide a steady supply of bulk medical gas to critical departments such as medical clinics, the operating department, emergency departments, inpatient department, and O.B. for patient use.

The WSRU medical grade, bulk liquid oxygen 900-gallon storage and the twelve H-size reserve tanks are located near the Power Plant at Building 4277 on the WRSU Campus. WRSU will require the medical gas products to ensure adequate supply is available on an "as needed basis".

Annual gauge verification shall occur annually for the bulk and reserve oxygen systems.

Medical-Grade Liquid Bulk Oxygen Delivery Service:

Delivery and product delivered must meet all applicable codes and standards, including but not limited to USP specifications, OSHA, NFPA code, DOT, and FDA Guidelines. Bulk oxygen tanks are classified as a drug delivery devices and all contractors must be registered with the Food and Drug Administration (FDA).

1. General:

1.1 The WRSU liquid oxygen system consists of a main supply tank and 12 reserve tanks. The capacity of the main supply tank is 900-gallons while the reserve system includes 12 H-size tanks. See Appendix A for pictures of the oxygen delivery site.

1.2 The quantities shown in the solicitation Price Schedule are estimates of the WRSU annual requirements. There is no express or implied guarantee that these quantities will be purchased.

1.3 A Contracting Officer Representative (COR) designated in section L is responsible for local contract administration issues such as ordering and providing specific delivery instructions. Within 15 days after notification of contract award, the contractor shall meet with the COR to ensure mutual understanding of facility requirements relating to the ordering method and specific details of any delivery instructions that are not included in the solicitation

schedule. If agreement cannot be reached between the Contractor and COR regarding any issue the matter shall be referred to the Contracting Officer for resolution.

1.4 Prior to first delivery, the Contractor shall inspect the bulk site and reserve system for any conditions they might deem unsafe or unacceptable.

1.5 The contractor shall inspect and review any government owned systems and provide a copy of their standard refill procedure, any preventive maintenance support requirements that may be needed from WRSU, and an explanation of all the volume alarm and low pressure set-points.

1.6 The contractor will provide written procedures and training protocols to accomplish emergency shutdowns or other sudden, unplanned termination of the refilling process. Contractor will provide 24/7 emergency contact line(s) and telephone number(s).

C. Requirements

1. Bulk Medical-Grade Liquid Oxygen annual estimated usage is 6,000 CCF. Monthly deliveries shall provide bulk liquid medical oxygen. CCF is defined as the volume of gas in hundreds of cubic feet.
2. Rental of 12 Reserve Oxygen (O_2), H-size Cylinders.
3. Annual bulk liquid oxygen gauge and reserve system gauge inspections.
4. All medical gas cylinders must have metal bound rubber gaskets to create a seal at the cylinder value/regulator interface to comply with updated Compressed Gases Policy at the Whiteriver Service Unit. Industry standard valve stem post for all cylinders shall be used.

D. Contractor Requirements

1. Contractor will create an online account for WRSU to perform online ordering, invoice retrieval, report retrieval, etc.
2. Contractor will assign a Client Services Manager for the WRSU account. The contractor Client Service Manager will be available for any applicable initial medical gases safety training consultation for the WRSU Contracting Officer Representative (COR) and staff.
3. Contractor will provide a sales order at the point of delivery identifying at least but not limited to the service type, description, quantity, cost, unit of measure of products delivered and the sales order number, organization name, phone number, account number of receiving facility, the name or code of the delivery driver representing the contractor.
4. Contractor shall ensure sufficient quantities of products identified are readily available for next business day delivery if the order is placed within the vendor's/contractor's cut-off time.
5. Contractor shall ensure deliveries for liquid oxygen are made within the business hours of the Facilities Maintenance & Engineering Department Monday - Friday 7:00 am - 4:00 p.m.
6. Contractor shall ensure all safety guidelines are followed by the employee or representative of the contractor for medical gas distribution to ensure the safety of the contractor employee and the customer at all times.
7. Contactor will contact the WRSU COR at 928-338-3591 before the delivery of the liquid oxygen.
8. Contractor will notify the COR of any changes within the control and changes out of the control of the contractor area of responsibility that can adversely affect WRSU's inventory balances and use.

The Contractor shall be solely and completely responsible for initiating, maintaining and supervising all safety precautions during the delivery of the Bulk Liquid Medical-Grade Oxygen.

The Contractor shall take all necessary precautions for the safety of, and shall provide necessary protection to prevent injury to all employees on the work site and other persons including, but not limited to, the general public who may be affected thereby.

The Contractor shall perform the work in accordance with all applicable Local, State and Federal regulations. If requested by the COR, the Contractor shall provide the COR with a copy of all applicable licenses and/or permits required by the State of Arizona for the performance this type of work.

The Contractor shall maintain positive control of all tools, material and equipment during the execution of the delivery of Bulk Liquid Medical-Grade Oxygen.

Contractor shall provide all hoses, connectors and adapters required to interconnect the Reserve Medical Oxygen Primary and Reserve Storage Tank to the Contractor's equipment

E. Delivery

1. Bulk medical gas is to be delivered between 7:00 a.m. – 4:00 p.m. Monday – Friday accompanied by a detailed vendor/contractor sales order identifying all products delivered with quantity and costs.

2. Contractor hours of operation at the below facility shall commence not earlier than 7:00 am Arizona Time and continue no later than 4:00 pm Arizona Time, Monday through Friday (excluding federally recognized holidays) or as agreed upon between the Contracting Officer Representative (COR) and the Contractor. Federally recognized holidays can be found online at http://www.opm .gov/fedhol/index .asp

F. Period of Performance

Contract performance shall be for a base year commencing on date of contract award.
If the Government exercises its option pursuant to FAR 52.217-9, "Option to Extend the Term of the Contract", extension of services will be on the basis of the performance and availability of funds.
The Contractor shall provide a 1-month transition period due to large quantities of rental tanks.

G. Site Location

Whiteriver Indian Hospital
200 West Hospital Drive
Whiteriver, AZ 85941
See Appendix B for Proximity Map,
Location Map, and location of the bulk
O2 delivery.

BULK OXYGEN OFF LOAD CHECK LIST:

The Contractor shall inspect the site where the Bulk Liquid Medical Oxygen is being off loaded for open drains or manholes.

If needed, the Contractor shall cover all open drains and manholes with a mat prior to starting any off-loading Bulk Liquid Medical-Grade Oxygen.

The Contractor shall verify location of spill material prior to starting any off-loading of Bulk Liquid Medical-Grade Oxygen.

During the offloading of Bulk Liquid Medical-Grade Oxygen one Contractor Personnel must remain at the truck to immediately shut off the system in case an equipment malfunction occurs.

When off-loading is completed, the Contractor shall drain all hoses prior to breaking any hose connections.

The Contractor shall remove all mats from drains and manholes after off-loading of Bulk Liquid Medical-Grade Oxygen.

Emergency Medical-Grade Liquid Bulk Oxygen Delivery Service:

Provide On-Demand emergency 24/7 Medical Oxygen delivery and hook up must meet all applicable codes and standards, including but not limited to USP specifications, OSHA, NFPA code, DOT, and FDA Guidelines. Bulk oxygen tanks are classified as a drug delivery device and all contractors must be registered with the Food and Drug Administration (FDA).

1. General:

   1.1 Provision of emergency delivery and hook up of WRSU liquid bulk oxygen during emergencies.

   1.2 The WRSU liquid oxygen system consists of a main supply tank and 12 reserve tanks. The capacity of the main supply tank is 900-gallons while the reserve system includes 12 H-size tanks. See Appendix A for pictures of the oxygen delivery site.

   1.3 The quantities shown in the solicitation Price Schedule are estimates of the WRSU annual requirements. There is no express or implied guarantee that these quantities will be purchased.

   1.4 Provide continuous bulk oxygen delivery and pressure during emergency to support patient care operations.

H. The Contractor personnel performing work under this agreement must possess the knowledge, skills and experience to perform all aspects of the delivery of Bulk Liquid Medical-Grade Oxygen in a safe and workmanlike manner.

WRSU retains the sole authority to determine the acceptability of any Contractor personnel to person any tasks that are required by the terms of the contract and to deny access to the site for just cause.

The Contractor shall provide Personal Safety Equipment for the Contractor's employees. (i.e. hardhats, safety glasses, hearing protection, gloves, etc.)

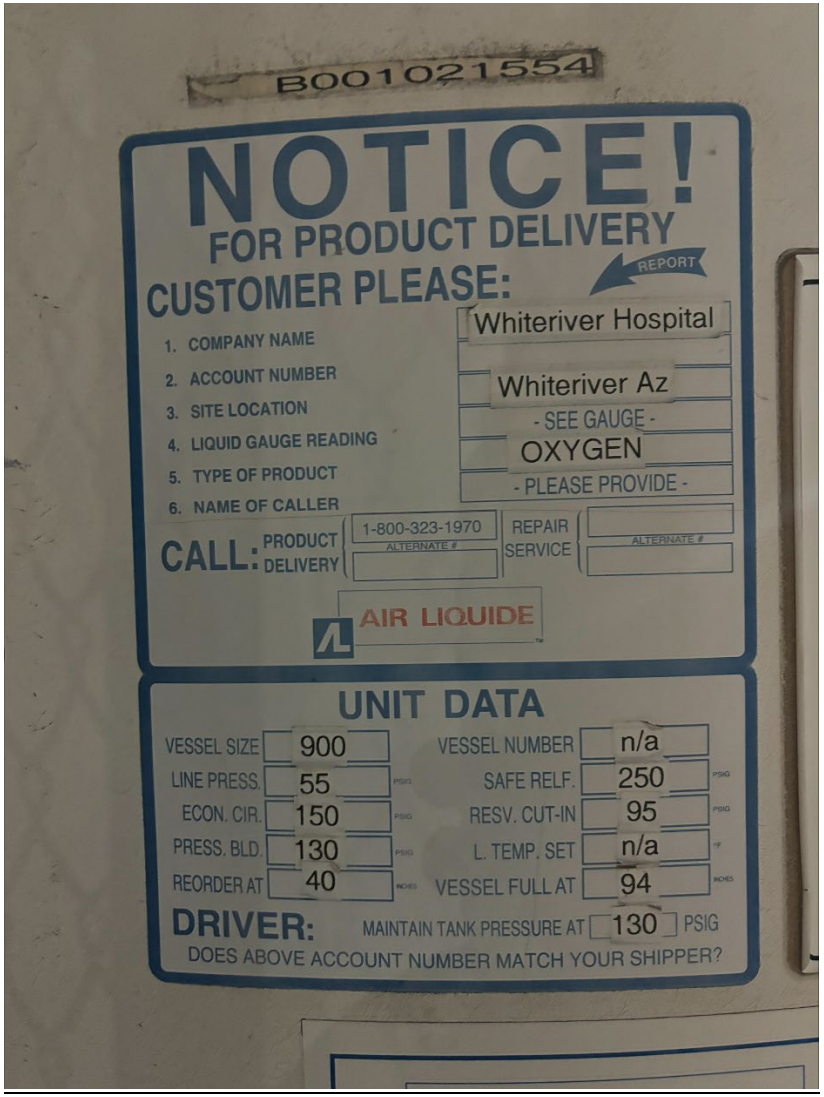
HHS Green Purchasing Program

E.O. 13423 and E.O. 13514 require that federal agencies expand their waste prevention and recycling programs and implement affirmative procurement programs to procure environmentally preferable products and services.

PICTURE OF BULK O2 TANK

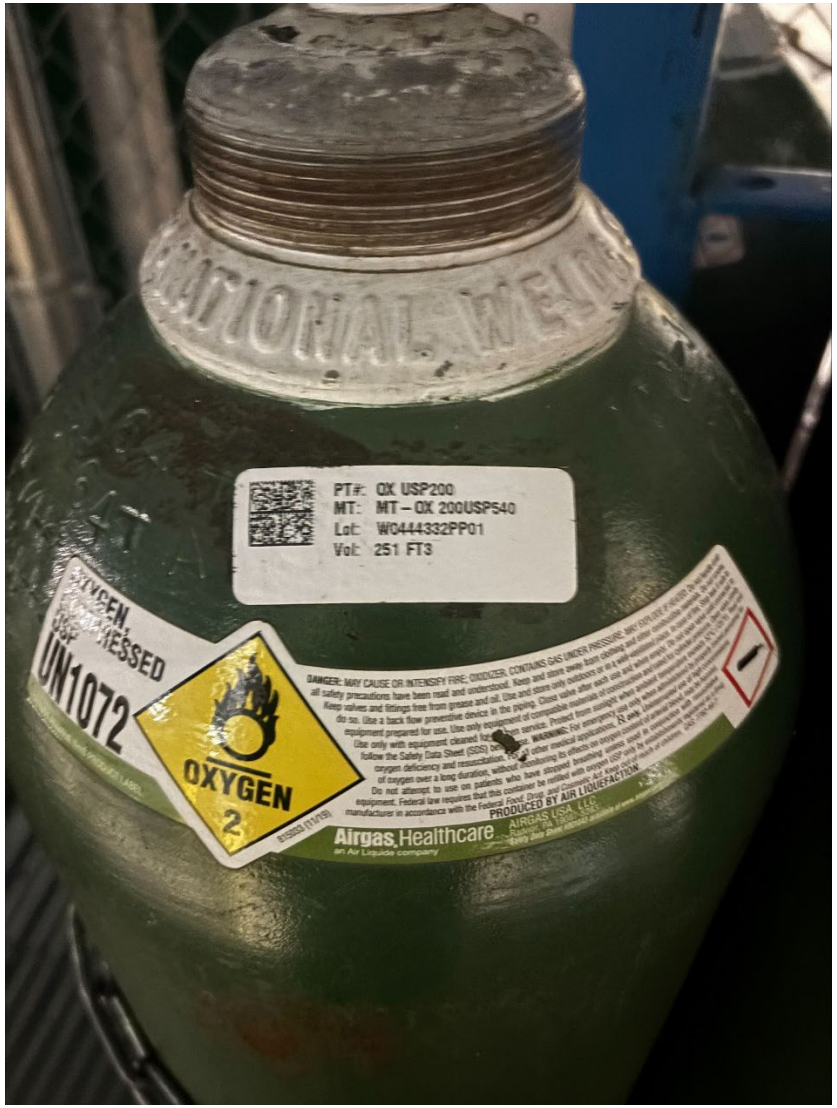
SITE OF BULK OXYGEN SITE

12 TANKS ATTACHED TO BULK OXYGEN SYSTEM



PICTURE OF BULK O2 TANK

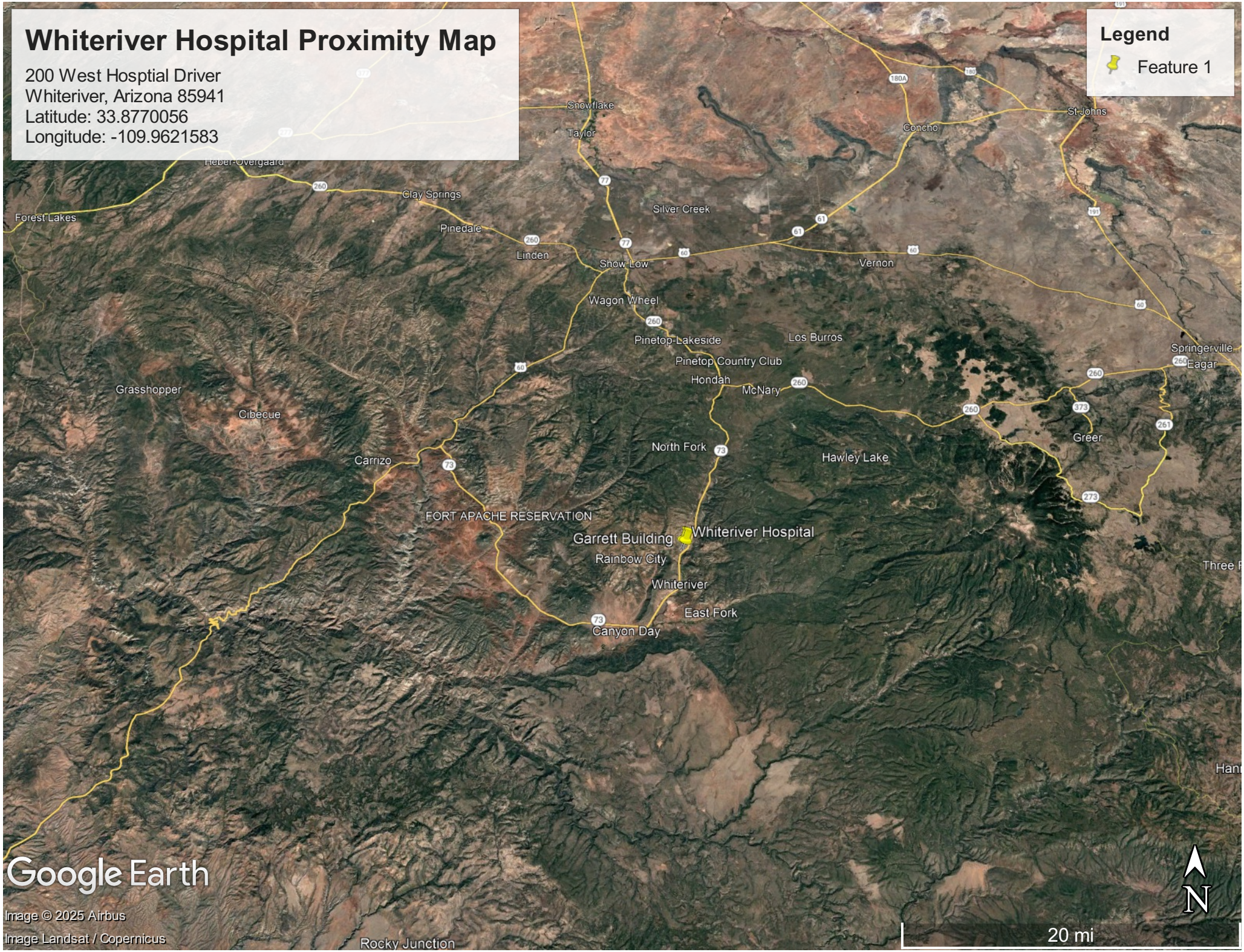
PICTURE OF EMERGENCY BULK O2 HOOK UP



12 TANKS ATTACHED TO BULK OXYGEN SYSTEM

Whiteriver Hospital Proximity Map

200 West Hosptial Driver
Whiteriver, Arizona 85941
Latitude: 33.8770056
Longitude: -109.9621583



Whiteriver Hospital Location Map

200 West Hosptial Driver
Whiteriver, Arizona 85941
Latitude: 33.8770056
Longitude: -109.9621583

Legend

Feature 1

Whitriver Hosptial Shipping Location

Address: 400 Apache Circle, Whiteriver Arizona 85941

Whiteriver Hosptial Location Map

200 West Hospital Drive
Whiteriver, Arizona 85941
Latitude: 33.8770056
Longitdue: -109.9621583