

LRS Federal Project Description

San Antonio Medical BRAC Integration Office (SAMBIO), Ft. Sam Houston, San Antonio, TX

This project provides on-going support for on-site inventory/property management (Real Property Inventory Equipment – RPIE), scheduling, supply/purchasing, equipment planning, and biomedical equipment support for the San Antonio Medical BRAC Integration Office (SAMBIO). The focus of SAMBIO is to provide administrative and operational planning support for the San Antonio Military Medical Center (SAMMC) as part of the Base Realignment and Closure Act of 2005. This facility is the first consolidated acute care medical facility providing support for wounded warriors and their families.

Supply and Purchasing Operations

Review validated procurement requirement lists to facilitate expeditious procurement processing; prepare accurate purchase request documents; maintain record copy of procurement/acquisition files by project; maintain accurate database by project of submitted purchase orders; make inquiries concerning procurement actions, issues and status; in conjunction with the Equipment Planner, assist with the identification of equipment data such as manufacturers and source of supply; enter data into government systems, such as Defense Medical Logistics Standard Support (DMLSS) and PR Web.

Schedule Coordination

Perform supply systems assessment functions to facilitate the initial outfitting procurement; track construction manager schedule changes and updated procurement schedules; perform project management coordination meetings; coordinate and schedule material installation requirements; create an automated process to track requirements and status of action.

Inventory and Property Management

Develop an automated inventory tracking mechanism; maintain an accurate database with real-time inventory data to include, but not limited to, information on location, movement, status, and identity of



equipment and supplies; execute detailed procedures for the inventory management, receiving, identification, verification, counting and staging functions; manage inventory at multiple locations; track and combine information from multiple sources for reporting purposes; conduct asset labeling using bar code or RFID technologies (RPIE functions); conduct physical inventories; conduct lead-time analysis, inventory forecasting, demand management inventory, and audits; coordinate and schedule the movement of on-hand inventory for installation; track equipment/material identified for re-use/re-distribution and material identified as excess to ensure action is taken to determine appropriate disposition; track equipment turned-in that requires procurement for BRAC end state under the Service's Life-Cycle integration and standardization decisions for equipment and material; track equipment temporarily transitioning between facilities; track integration and standardization decisions for equipment and material; perform materiel management and control of I/O procured items inventory; track purchase requests and receipt of items to Construction Manager scheduled/projected beneficial occupancy date; manage property using the DMLSS system.

Biomedical Equipment Management

Perform a variety of duties in support of assigned medical electronic equipment; equipment is typically designed and constructed to meet specific hospital needs rather than designed for general-purpose use that can vary depending upon the system integration required; perform maintenance, testing, repair and operation duties; apply knowledge of physiology, anatomy, electronic theory, design characteristics, operation and system functions of the medical equipment; deal effectively with patients and members of the medical team; inspect, test, troubleshoot and/or repair equipment for proper function; circuitry typically included either simulated or actual patient hook-up during the procedure and consideration of factors in the EOC; evaluate new pieces of electronic medical equipment; inspect, operate, test and troubleshoot equipment.