

Pre-Bid Meeting for FY 2013 Renovations 10/21/13 at 9:00am

Agenda:

- Introduction of Tracy Lynn Jackson- Contract Specialist and Darren Zethren, COR
- Discussing RFP VA 259-13-R-0919 on FBO.gov
- The pre-bid meeting/site walk is not mandatory
- NAICS Code- 236220
- **Not here to answer questions/QUESTIONS During site visit MUST BE WRITTEN DOWN**
- Address where to send RFP:
 - Electronic submissions to tracy.jackson2@va.gov
- Pertinent Dates:
 - Questions due by 10/23/13 by 5pm MST, COB to tracy.jackson2@va.gov
 - We'll get the answers back to you timely
 - Proposals due on 11/1/13 at 5pm MST via email
 - This has been extended to 11/8/13 to 5pm MT as stated on the SF30.
- Confirmation of construction range is between \$100,000-\$250,000 cover of SF 1442
- Attachments included in RFP:
 - Drawings
 - Tech Specs –
 - Wage Determination C04-DVB
 - SOW
- **Darren Zethren discussed the Scope of Work, a few of the high level areas:**

FY 13 Renovations

554-13-817

1. Install a demising wall in room 1E130 splitting the room in half. Wall is to go from the floor to the underside of the ceiling grid. Provide a level 4 finishes, paint to match, base to match, and paint all walls to match the existing color. Relocate lights, sprinkler and HVAC as required. Install new lights, individual light switches, alarms, strobes, sprinkler heads and pipe, HVAC return and supply lines as required, and balance the two new rooms as required. Install a minimum of 2 new electrical boxes on each side of new wall as required by code. Install 2 new data receptacle boxes on each side of wall, location to be determined by user. Add a demising wall between the new walls and add a door to create a storage space that is accessible from the hallway. Provide electrical for copier

and provide lighting and HVAC as required. Provide electrical for additional equipment (3 plugs plus copier plug). Doors to match adjacent doors in the hall.

2. Install a design/build patient lift system in room 4D110 above the ceiling to match the existing equipment and systems in the adjacent rooms. All equipment shall be removed and reinstalled by the contractor as required to install the lift system. Remove and replace or provide new ceiling grid as required to install lift system. Install new electrical for the lift system as required by the equipment manufacture and located by the user. Replace sprinkler heads to low profile as required for the operable lift system. Relocate and balance HVAC as required for the installation of the lift system.
3. In rooms 6C107 and 6C108 remove base and wall cabinets. Stainless steel counter top, back splash and plumbing is to remain. Patch and repair floor and walls where the cabinets are removed (match existing). If a patch is to be painted, paint the entire wall. Once the repairs are completed install stainless steel legs, supports, lower shelves and wall shelves.
4. Remove door and hardware for room 9C126 and replace with dutch door, shelf and hardware. Paint adjacent frame as required to match existing. Finish door as required to match existing. Dutch doors must meet NFPA 101, 2012 code requirements as noted in section 19.3.6.3.13 and meet the minimum smoke requirements.
5. In room 6B114A remove and cap / patch toilet and shower fixtures so that shelving can be installed. Build up a flat floor in the shower prior to installation of shelving / cabinets. Shelving shall be able to support 50 lbs psf. Shelving/Cabinets shall not inhibit the sprinkler.
6. Install a card reader on the Southern outside door to boiling 4. This shall include all equipment required to tie into the existing system. This door is required to meet code when completed. Provide a door sensor on the inside to outside so that the door will not alarm yet the passage door handle must still be depressed to activate egress. This will keep people from entering from the exterior if someone walks past the sensor.
7. Phasing and after hours work will be required in multiple areas of work.
8. The center accent flooring shall be replaced in rooms (Surgery bay's 1, 2, 3, 4, 5, 6, 7) 4A105, 4A103A, 4A101A, 4A104, 4A106, 4A112, 4A111 and 4A110. The welded vinyl shall be removed inches beyond the accent center vinyl. The subflooring shall be cleaned and patched prior to installation of the vinyl flooring. A maximum of 2 rooms shall be done per weekend. The most stringent of ICRA requirements will be required for this construction. The new vinyl flooring shall be welded to the existing flooring. The installation and cure time for the flooring is a maximum of 4 days. Only one room can be done at a time.

9. The stair at the main entrance of building 7 shall be removed and replaced with new cast in place stairs and partial ramp and landing. The existing handrail and ramp rail may be reused if it meets code and the design of the new stairs, if not new railing will be required. This work will need to be done over a weekend so that the stairs and ramp are shut down for a minimum number of days during the week.
10. As an alternate deduct the (South) rear stairs to the storage of building 7 shall also be demo'ed and replaced with matching concrete stairs and steel railing.

➤ **Evaluation Criteria highlighted**

I.5A SELECTION PROCEDURES

Selection of an offeror for contract award will be made on the basis of an assessment of each offeror's response to the Request for Proposal (RFP). As a Request for Proposals (RFP) based on Lowest Price Technically Acceptable (LPTA) Source Selection Process, in accordance with Federal Acquisition Regulation (FAR) Part 15.101-2, the VA will make the award based on the lowest evaluated price of proposals meeting or exceeding the acceptability standards for non-cost factors. The THREE (3) evaluation factors for determination of technical acceptability consist of:

1. Project Schedule Adherence;
2. Technical Construction Experience; and
3. Technical Qualifications of Proposed Staffing.

NOTE: Failure to comply with the RFP requirements will raise serious questions regarding an Offeror's technical ability to perform the services and may be grounds to eliminate the proposal from further consideration for contract award.

THE OFFER.

The submission of the documentation specified below will constitute the Offeror's acceptance of the terms and conditions of the RFP, including the Plans & Specifications for the construction of this project. These instructions prescribe the format for the proposal, and describe the approach for the development and presentation of proposal data. These instructions are designed to ensure the submission of necessary information to provide for the understanding and comprehensive evaluation of proposals.

AWARD BASED ON INITIAL OFFERS.

Pursuant to clause 52.215-1 (included by reference), the Government intends to evaluate proposals and award a contract without discussions with offerors (except clarifications as described in FAR 15.306(a)). Therefore, the offeror's initial proposal should contain the offeror's best terms from a cost or price, and

technical qualifications standpoint. The VA reserves the right to conduct discussions if the Contracting Officer later determines such discussions to be necessary.

The following significant Evaluation Factors will be used as the basis for determining Technical Acceptability: Project Schedule Adherence; Technical Construction Experience; and Technical Qualifications of Proposed Staffing.

FACTOR 1: PROJECT SCHEDULE ADHERENCE.

To be Technically Acceptable, Offerors should provide a schedule adherence plan describing the construction processes, construction procedures and construction tools necessary to complete this project within the contract duration estimated at 120 days from receipt of Notice to Proceed (NTP).

FACTOR 2: TECHNICAL CONSTRUCTION EXPERIENCE.

To be Technically Acceptable, offerors must provide evidence that they have the technical qualifications and experience needed to meet the technical performance requirements of this project. Offerors must submit no less than TWO (2) example of their successful technical construction experience with projects that involved technical requirements similar to the requirements of this project. The construction project submitted must involve:

- Work as a prime or subcontractor under the same NAICS code as this solicitation, which is 236220 -- Commercial and Institutional Building Construction
- Work of a dollar magnitude between \$100,000.00 and \$250,000.00. If offering subcontracted work as proof of technical construction experience, offerors must submit evidence that supports the magnitude of the work they performed as a subcontractor.
- Work where the offeror self-performed at least FIFTEEN percent (15%) of the cost of the project labor performed on site, using the offeror's own employees. If offering subcontracted work as proof of technical construction experience, offerors must submit evidence that at least FIFTEEN percent (15%) of the cost of the subcontracted project labor performed on site was from the offeror's own employees;
- Work that was of a similar nature to the scope of work for this project. This is defined as work performed within a Patient Care Area of an active and occupied Hospital or Medical Facility. If an offeror chooses to submit experience that was not conducted within Patient Care Area of a Hospital or Medical Facility, they must explain how the nature and complexity of the work conducted involved technical construction requirements equivalent to that described in the Plans & Specifications of this solicitation.

For each of the submitted Technical Construction Experience projects, provide the following information:

- (a) The name and location of the construction project;
- (b) The performance period, including the starting and completion dates;
- (c) The total cost of the project in dollars. If offering subcontracted work as proof of technical construction experience, provide the total cost of offerors work on that particular project as a subcontractor.

(d) The percentage of total labor self-performed by the offeror's employees. If offering subcontracted work as proof of technical construction experience, provide the total percentage of offerors work on that particular project as a subcontractor.

(e) A brief description of the construction project scope of work, which explains how the project involved work as a prime contractor or subcontractor under NAICS Code 236220 involving construction work that was technically similar to the project work under this Solicitation.

(f) The offeror should provide 2 letter of recommendations or past performance evaluation sheets from 2 different projects of similar size and scope completed within an operating medical center.

FACTOR 3. TECHNICAL QUALIFICATIONS OF PROPOSED STAFFING.

To be Technically Acceptable, qualified offerors must provide information regarding the technical qualifications of the proposed project staff, to include the individuals who will be responsible for the following functions:

- (a) Project Management;
- (b) Quality Control; and
- (c) Safety Compliance.

Offerors need only submit a brief resume of each key individual. This will be evaluated to determine if they have the appropriate technical training & previous construction experience to meet the technical requirements of a project of this nature. If any of the submitted individuals will perform more than one of the listed functions, this is acceptable as long as the submitted documentation identifies any and all functions the given individual will be performing.

D. PRICE PROPOSAL.

Price is to be submitted in Block 17 of the Standard Form 1442. Offerors must provide a price for the total project. In addition, offerors shall include a breakdown of material and labor costs, by specification division for each bid item. Overhead, profit and bond costs shall be added after a subtotal of materials and labor costs has been calculated.

BASIS OF AWARD

VA will make the award based on the lowest evaluated price of proposals meeting or exceeding the acceptability standards for non-cost factors. Note that offers that are not technically acceptable cannot be selected, regardless of price.

- Set Aside:
 - This acquisition is a 100% Service Disabled Veteran Owned Business (SDVOSB)
 - Must be registered in Vetbiz.gov and have a CVE certification.
 - **Verification and Visible at the time of receipt and time of award**
 - Review VAAR 852.219-10 in RFP.

- Performance of 15% of the work- include your own employees/overhead but not cost and materials.
- Bid Guarantee & Payment/Performance Bonds:
 - In section 10 on the 1442, it states the contractor will have performance/payment and bonds after award letter.
 - Contractor shall begin performance within 10 days after award and complete within **120 days NTP.**
- Post Award Compliance:
 - Compliance with Davis Bacon Wages and Application wage determination shall be expected of the contractor. The contractor can submit their weekly certified payrolls with their monthly invoice.
- Emailed Written Questions to Tracy Lynn Jackson will be addressed in a separate amendment.
- **Site Walk:**
 - **On the pre-bid site walk attendees saw the following areas:**

9th floor, room 9C126 – Provide dutch door.

6th floor, rooms 6C107 and 6C108 – Remove cabinets and reinstall S.S. cabinets.

4th floor, room 4D110 – Install patient lift system

6th floor, room 6B114A – Remove fixtures and Install shelves

1st floor, room 1E130 – Install demising walls and related electrical and HVAC

Building 4 – Install a access card reader

Building 7 – Demo North stair and partial ramp and replace, Demo South stair and replace

End of tour