SOURCES SOUGHT – A-E SERVICES

THIS IS NOT A REQUEST FOR PROPOSALS.
NO SOLICITATION PACKAGE OR BIDDER LIST WILL BE ISSUED.

NCO 10 Contracting Office of Ohio including VA Medical Centers, Chillicothe, Columbus, Dayton, Cleveland, and Cincinnati are seeking sources to provide Indefinite Delivery/Indefinite Quantity (IDIQ) Architectural/Engineering (AE) design services for multiple disciplines. These services may include planning and designing for healthcare, residential, institutional, leisure, commercial and industrial buildings and structures by applying knowledge of design construction procedures, zoning regulations, building codes, NFPA codes and building materials. The following disciplines may be required under this contract and shall be provided as consultants to the lead architectural firm. Architectural – Mechanical – Electrical - Structural - Civil - Landscape - Geotechnical - Surveying/Mapping - Interior Design - Hazardous Materials/Environmental Services (asbestos, lead survey) - National Environmental Policy Act - Historic Preservation - Energy - Cost Estimation. The AE design may include any combination of studies, investigations, surveying/mapping, tests, evaluations, consultations, comprehensive planning, program management, value-engineering, conceptual designs, schematic design, design development, construction documents, bidding and construction period services. Delivery task orders will be primarily for renovation and refurbishment of existing facilities and may also include new construction. To be considered for award, firms must be able to respond and report to the awarded contract location within 3 hours for all emergency requests during normal working hours and within 8 hours on weekends and holidays. The contractor shall respond to and report to the awarded contract location within 48 hours for all non-emergent requests during normal working hours and on weekends/holiday. Two points of contact who must be available "24 hours a day" along with emergency contact numbers will be provided to the COTR, Chief, Engineer and Contracting Officer upon award. The facilities included under this requirement include Chillicothe VA Medical Center, 17273 State Route 104, Chillicothe, Ohio 45601; Columbus Outpatient Clinic, 420 N. James Road, Columbus, Ohio 43219; Cincinnati VAMC, 3200 Vine Street, Cincinnati, Ohio 45220; Louis Stokes Cleveland VAMC, 10701 East Boulevard, Cleveland, Ohio 44106; and Dayton VAMC, 4100 W. Third Street, Dayton, Ohio 45428. Primary services under this agreement would be for VA Healthcare System of Ohio, (NCO 10) VA Medical Centers Chillicothe, Columbus, Cincinnati, Cleveland, and Dayton, Ohio and Community Based Outpatient (CBOC) locations, and could also include design services for the various components and services delivered by the Department of Veterans Affairs. Requirements will vary with each delivery task order and will be defined by separate scopes of work for each request. Large complex requirements will be addressed separately from this contract.

CONTRACT PERIOD: Contracts shall be for one year from the date of award with options to extend the term of the contract for four (4) additional one year periods to be exercised at the discretion of the Government, or until the maximum contract award amount is reached. Negotiations will be conducted for hourly rates for each discipline required, overhead, profit and other cost elements, which are particular to the contract. For each project, the VA will issue a request for AE fee proposal that includes a scope of work for that requirement. The fee proposal shall be based on pre-negotiated unit prices. Each specific delivery order shall be negotiated based on the A/E effort involved. VA reserves the right to make multiple awards.

MINIMUM/MAXIMUM ORDER LIMITATION: In accordance with the performance of services under this contract, the A/E firm shall be paid for the various parts of the work in the amounts as follows: a. Minimum: Individual task orders of $2,000.00 per task order and a guaranteed minimum of $50,000.00 for the entire contract period (including options). b. Maximum: Individual task orders shall not exceed $1,000,000.00 per task order. c. Total amount for all task orders under this contract shall not exceed $4,500,000.00, which is inclusive of the base year and all option periods. The contract maximum is not a guaranteed amount.

SIZE STANDARD/NAICS CODE: The NAICS code is 541310, Architectural Services. The Small Business Size Standard is $7.0 million gross annual revenue. This acquisition is for full and open competition, small business set aside. Socio-economic status will be considered during evaluation.

Interested AE firms must address the following evaluation factors for the request for proposals: Specific evaluation factors, not in priority order shall be:

1) **TEAM EXPERIENCE PROPOSED FOR THIS CONTRACT**: The professional qualifications of the team proposed by the A/E will be considered for its collective ability to perform the required services. The Architect must be registered in the state they will provide design services (Ohio). The team will be given particular attention for its overall coordination; previous experience with similar work, and its estimating capabilities. Individual members of the team will be considered for their professional qualifications and relevant healthcare experience. Evaluation of their background of the following personnel: project manager, key personnel and consultants.

2) **PROPOSED MANAGEMENT PLAN**: Team organization and address how the team addresses: a) conceptual design; b) design phases and c) construction phase.

3) **PREVIOUS EXPERIENCE OF PROPOSED TEAM**: Address project experience related to healthcare work. The specialized experience and technical competence by each member of the team in health care related work will be considered. Preference will be given to experience similar to that required. Address the team experiences with issues unique to the renovation and refurbishment of health care facilities. Address experience with the design and modifications of occupied facilities, development of conceptual designs, and cost estimates and VA master specifications. Socio-economic status is considered.

4) **LOCATION AND FACILITIES OF WORKING OFFICE**: Address the locations of the AE firm prime offices and consultants in relationship with the specific facility for which you are requesting consideration. Address how the AE firm will respond to requirements in meeting design requirements, as well as unscheduled needs that come up during construction. Address AE team site visit costs. VA may award up to eighteen (18) contracts to meet our requirements. Address the ability of all members of the team to respond to the demands of the various delivery orders to be placed with the AE firm.

5) **PROPOSED APPROACH FOR HANDLING MULTIPLE DELIVERY ORDERS FOR DESIGN & QUALITY CONTROL**: Address proposed design philosophy. Address how the AE firm will handle anticipated problems and potential solutions. Address how AE firm and consultants shall provide quality control for each task order.

6) **PROJECT CONTROL**: Describe techniques planned to control the schedule and costs. Describe the personnel responsible for schedule and cost estimation. Describe experience with RS means and cost/estimating tools. Describe internal quality control procedures.

7) **ESTIMATING EFFECTIVENESS**: Provide ten most recent bid projects, identifying your initial AE construction budget, bid price of project, amount of change orders and percent of changes for the various major divisions (architectural, mechanical, electrical, structural, civil)

8) **SUSTAINABLE DESIGN**: Describe your teams design philosophy and method of implementing. Identify any projects using green or LEEDS standards.

9) **MISCELLANEOUS EXPERIENCE AND CAPABILITIES**: In this section, offers should address the following experience: a) interior design; b) CADD, BIM and other

computer applications; c) value engineering and life cycle cost analyses; d) environmental and historic preservation considerations; e) energy conservation and new energy resources; and; f) CPM and fast track construction.

10) **AWARDS**: Address any awards received for design excellence.

11) **INSURANCE AND LITIGATION**: Address the type and amount of liability insurance carried. Identify any litigation involvement over the last ten years and its outcomes.

12) **SOCIO-ECONOMIC STATUS**: Address your socio-economic status, i.e., small business, woman-owned business, SDVOSB, veteran-owned small business, etc. in proposal.

A/E firms are required to submit their applications for consideration electronically. The application must include SF 330, Architect/Engineer Qualifications (form is available on-line at: http://vaww.va.gov/facmgt/ae/), and address all evaluation criteria. Please email your information electronically as a zip file to Joyce.Graves2@va.gov, Subject: VA250-13-R-0008. Indicate in your proposal which facility you are submitting the information for. No hard copy documents will be submitted or allowed. Proposals must be received no later than 4:00 p.m. on January 7, 2014 in order to be considered. Following an initial evaluation of the qualification and performance data submitted by the AE firms three or more firms that are considered to be the most highly qualified to provide the type of services required, will be chosen for interviews at each facility. Firms selected for interviews will be requested to present their approach for this work and demonstrate their experience. Each AE firm will be ranked according to their interview and proposal submitted and top AE firm will be selected for negotiations for a contract award.