

Solicitation Number: VA110-15-R-0168

LEGEND: Q (QUESTION), R (RESPONSE)

Q: Post-Award Services (pg. 25-27) - The addition of “post-award” support, within Module 1 correlates to an increase in historical lease acquisition fees/commissions rates. This substantial service requirement will increase the per-project expense for Brokers and will have an effect on offered commission rates. Has VA taken this into consideration when formulating their government estimate, if it was in fact derived from historical amounts?

R: VA acknowledges that the contract includes enhanced post-award services and has taken these rates into consideration when formulating the Government estimate. VA encourages Offerors to provide competitive price proposals as VA has the ability to award on initial offers.

Q: Module 3 – Due Diligence Services (pg. 34) - Will VA allow Offerors to submit qualified subcontractors to perform due diligence services in support of Module 3, as part of our awarded solution? The value in accepting and evaluating these vendors as part of the “total solution” would significantly increase the consistency of quality deliverables and expedite the acquisition time to source vendors in TO execution. This time savings would also equate to a cost savings over the course of a lease procurement.

R: VA is only requesting for Offerors to submit subcontractor for the environmental due diligence services. VA will not consider or evaluate due diligence subcontractors proposed for other specialty services (title, appraisal) as those will be evaluated on a task order basis.

Q: Module 3 – Due Diligence Services (pg. 34) – What is the process VA will require of the Contractors to source vendors for due diligence services? Will the Contractor be responsible for ensuring adequate competition to support VA-provided Statements of Work and VA will then make the determination which Subcontractor will receive the Notice to Proceed? Or, will the Contractor have the responsibility to develop the methodology for award and submit the final price to VA for Task Order execution?

R: Contractors are required to source professional services using the applicable standards for that trade or service. VA will not direct contractors which subcontractors to use or the method by which they put together their teams on a task-order basis. VA reserves the right to reject proposed subcontractors that have a history of poor performance, have real or apparent conflicts of interest, or if VA becomes aware that the subcontractor cannot meet or does not intend to meet or understand the requirements within the SOW.

Q: Module 3 – Due Diligence Services (pg. 34) – How will VA compete due diligence Task Orders among Contract awardees? Will Contractors be responsible for sourcing and evaluating quotes to provide vendors and prices for each due diligence Task Order? If so,

what will be the methodology for evaluating the technical solutions and pricing? The lowest price solution for due diligence support is often times the least favorable solution for VA.

R: VA will follow the methodology outlined within FAR 16.505.

Q: In the pre-solicitation and Industry Day, VA described the possibility of regionalizing this contract support. Please confirm that multiple, regional contracts is not applicable to this contracting effort.

R: This solicitation is for nationwide coverage only, which will include all MY VA regions.

Q: Office Location – In the pre-solicitation, VA required contractors to have a minimum of one office located within one hour's drive of CFM and RPS's offices located at 425 Eye Street. To ensure VA/CFM receives consistent support and expedited responsiveness, please confirm this is still a minimum requirement to support the IDIQ.

R: This is no longer a requirement

Q: Fair Opportunity Procedures – What is the anticipated response time that offerors will have to respond to Task Orders? What are the technical and past performance Task Order response requirements? How will Past Performance be evaluated at the Task Order level?

R: VA will follow the methodology outlined within FAR 16.505.

Q: Fair Opportunity Procedures – How will VA distribute future Task Orders between this Small Business IDIQ and the Open Market IDIQ? Will distribution of leases be based on total projects, square footage or some other methodology?

R: The requirement for each task and market research will dictate the acquisition strategy.

Q: Fair Opportunity Procedures – Will disadvantaged small business statuses, specifically SDVOSB status, have a Task Order evaluation value when VA is evaluating TO responses?

R: A: Contracting Officers will consider socioeconomic order of priority in determining the acquisition strategy for each requirement acquired under this Multiple Award IDIQ contract. Task Order evaluation factors will be determined based on the requirements and acquisition strategy

Q: In the event a lease is awarded and the successful offeror does not pay the commission, as required within the Solicitation for Offers and Lease, will VA consider abating the rent in order to reimburse the Contractor for services performed, which would be otherwise withheld by the Lessor? If rent abatement for a Lessor's failure to fulfill the lease obligation of commission payment is denied, what ability do the Brokers have to ensure payment for services rendered to the Government?

R: Question 1 – VA will have the discretion to abate rent and pay broker commission directly.

R: Question 2, brokers should review the commission agreement and refer any questions regarding legal avenues to their counsel.

Q: Non-traditional & innovative lease procurements (pg. 11) – VA states “The Government may also implement non-traditional and innovative lease procurement acquisition, and methods and techniques”. Can VA provide an example of what these methods may be and the implications to the Contractor?

R: VA intends to remain flexible using current Government Practices.

Q: Communications with other Contractors – Module 1 (pg. 18) – Will VA award a separate IDIQ contact to A/E firm(s) to support the initial conceptual design/development requirements of the RLP/SFO? If so, please delineate what will be the requirements of the A/E versus the Contractor for completion of schedules and exhibits.

R: A/E responsibilities will be designated within the A/E SOW and will not be provided here. The broker remains ultimately responsible for ensuring a complete solicitation package is formatted and issued.

Q: Pre-Proposal Conference & TEB (pg. 18) – Is it the VA’s intent for the Contractor to bear the expenses of facilitating the meeting (event space & court reporter for pre-proposal conference or conference room for TEB), to include any audio/visual equipment, or will the Contractor be authorized to invoice VA directly for these expenses?

R: VA may elect to utilize Government facilities/premises, but retains the discretion to select non-Government meeting space and equipment.

Q: Post-Award Services (pg. 25) – Post Award Services are a new contract requirement and supports activities traditionally performed by VA’s Resident Engineers. Is it VA’s intent for the contractor to provide these support levels for every Lease?

R: Yes. It is noted that the activities performed by Government Staff are significantly broader in scope than what is outlined here. The Contractor will not be required to perform any inherently Governmental Functions.

Q: Post-Award Services (pg. 25) - Will VA still assign a Resident Engineer (RE) to each project/Lease? If so, at what stage of the procurement and will VA’s REs be available and required to support TEBs? If not, is it VA’s intent for the Contractor to support these non-post award activities with the same personnel?

R: Yes. The Contractor will be able to assist the Government evaluating schedule delays to determine how many days should be given and which (if any) of those delays are compensable. Contractor will also review Schedules to determine everything is filled in and unit pricing is reasonable (to include modifications).

Q: Post-Award Services (pg. 25) - In the Scope of Services for Module 1 Leasing Services, the Contractor's involvement in Post Award Services is cradle to grave, "unless otherwise directed by the CO." Will the CO define their expectations before the Contractor bids on the Task Order or should the Contractor bid with the expectation of performing **all** the services as defined: in iii. Tasks (starting on page 17)?

R: Yes, all task orders include the scope listed in each module unless specifically exempted. For instance, all commission-based lease services task orders include post-award services unless otherwise stated within the task order. The contractor should propose with this expectation.

Q: Quality Control Requirements (pg. 43) – VA states the Contractor is responsible for their approved Quality Control Plan. What are the evaluation criteria for approval? If submitted with its offer, please ensure this is excluded from the page count.

R: Please refer to FAR 46.4.

Q: Quality Assurance by the Government (pg. 43) – This paragraph states that VA will submit CPARS on an annual basis. Will the CPARS reflect all TOs under the IDIQ, or will Cos for each TO submit the data? Will data only be submitted upon TO completion?

R: CPARS will reflect all TOs under the IDIQ, data will be submitted regularly (not necessarily at task order completion).

Q: Staffing Plan (pg. 84) – VA requires to provide personnel that are accessible and available for on-site meetings during construction, and within 24-hours' notice. As this is a price consideration, can VA confirm that the "on-site" reference is at the site of the to-be-developed facility? Also, can VA estimate the number of 24-hour on-site support meetings that may be required?

R: VA removes the requirement for on-site meetings during construction. However, we may require short notice (less than 1 hour) for virtual support.

Q: Instructions for Submitting Offers – Required Documents (pg. 79) – The second paragraph states that Offerors must ensure all hard copies are properly signed, initialed,...Please confirm where VA wants the hard copies signed and initialed (e.g. cover letter or each page).

R: Each page.

Q: Instructions for Submitting Offers – Section D does not mention a cover letter. Can VA confirm that the inclusion of a cover letter will be excluded from the page limitations?

R: Yes.

Q: Evaluation Factors for Award – Experience (pg. 82) – “Experience” is listed as the most “important” non-price evaluation factor; however, VA only provides three (3) pages to support this experience. Will VA consider increasing this page limitation?

R: VA now permits (6) pages to support the Experience portion of the submission.

Q: Evaluation Factors for Award (pg. 82) – VA requests a listing of projects similar in scope and complexity to what is required in the PWS and to provide dates of project completion, client contact information and short project descriptions. As Offerors are evaluated on the “**volume** of recent and relevant projects”, a page limitation of three (3) pages will not allow for an adequate response. This methodology restricts the Offeror’s ability to demonstrate the volume of relevant experience. Will VA consider allowing a maximum of one (1) page per Experience Reference?

R: No, Government feels the pages are sufficient to capture the requirements.

Q: Past Performance (pg. 83) – Can VA confirm that if TOs under the current NBC can be used to support the PPQs, that VA Project Managers will have the availability to fulfill the PPQs on the incumbent contractors’ behalf.

R: Contractors may use VA Project Managers (PM), but does not recommend limiting it to all VA PM.

Q: Past Performance – Cost Control (pg. 83) – VA states that Offerors will be evaluated with regards to cost control and their level of adherence to “cost constraints on previous projects”. If previous projects were based on a flat commission, please describe what cost constraints would have been adhered to.

R: The cost constraints of the project – meaning lease rental rate, or overall project cost, when compared to the initial estimate.

Q: Organizational Conflicts of Interest – Will VA consider requiring Offerors to submit a formal Organizational Conflicts of Interest Plan? This will provide VA with the most comprehensive understanding of an Offeror's potential conflicts and their plan and ability to mitigate those plans. If so, please consider excluding this from the page limitation as it would detract from the limited pages required to submit the technical response.

R: [Please reference VAAR Clause 852.209-70](#)

Q: Organizational Conflicts of Interest – Can VA verify that, under no circumstances, can a contractor's personnel as identified as supporting this contract, assist a potential offeror (developer) in another lease procurement issued under this contract? This is inherently a conflict of interest. Successful awardees under this contract must ensure program integrity as well as TO procurement integrity. Contract personnel with intimate knowledge of the evaluation processes and procedures of VA's lease acquisitions should under no circumstances provide brokerage or consultative guidance to developers responding to SFOs.

R: [Please refer to our VAAR Clause 852.209-70](#)

Q: Task Order Response Requirements – As VA will evaluate and award technically acceptable Contractors to the IDIQ, what technical and past performance response requirements will there be at the TO issuance level? What evaluation criteria will be used? Is it VA's intent to only require minimal response requirements in order to expedite TO response times? For instance, would Contractors provide TO pricing and resumes of the Project Manager supporting the TO?

R: [Each request for proposal \(RFP\) will have its own evaluation factors. The examples above reflect type of information VA may request.](#)