

## Solicitation Number: VA255-17-Q-0027 Q&A

In order to build basis of estimate for pricing this effort, can the government provide staffing levels that will require training? **54 per site**

Can the government confirm the number of shifts for all operations that the contract is responsible for? **Day shift only**

How are the current training records being tracked now? If there is an electronic system being used, will the awarded contract be provided access to the system to review and make updates? **They are tracked on TMS. Contractor shall provide a hard and digital copy for VA submittal in TMS.**

Given the time of release, the timing on the questions and the compressed due date, and in order for offerors to provide a good proposal will the government allow a week extension on the Due date? **YES**

What is the period of performance for this effort? **365 Days**

Is the offeror to propose the period of performance based on the technical solution? **They are to propose a training schedule and timeline associated with it and the review and building of procedures and policies.**

What is the anticipated award date and contract start date? **(After the evaluations of all offers are complete. ..TBD.)**

Based on the RFQ requirements there is an initial assessment and an ongoing training and other requirements that would occur on going and incremental which generates costs and contracts would expect to bill for those costs either monthly or on another reasonable incremental basis. Is it correct to assume that the offeror is to propose the invoice frequency for the total price that they provide and will be able to bill at that frequency? **If not please explain. I would expect to see a cost per service and then be billed by services provided.**

Since some equipment for training purposes are specific to the tasks performed, shouldn't the government provide their current and proper equipment for the contractor to use for the training aids? **The medical facility prioritizing medical equipment so in many cases the equipment that we currently have is outdated or unserviceable.**

Will on site office space and basic office equipment be provided by the government for the contractor for the duration of this effort? **Yes desk space will be provided contractor shall provide their own computers, printers, scanners, internet, phone, and other required office materials.**

Will on-site training facility space be provided by the government for the for the contractor for the duration of this effort? **Yes a classroom will be scheduled once schedule is submitted and approved.**

Is email submission adequate for RFQ responses? I am good either way as long as they do not violate the 5MB limit.

Can you give me an approximate size of the crew or crews we will be dealing with (number of persons we can reasonably expect to deal with on a daily basis)? 27 from Topeka and 27 from Leavenworth

Is it only construction/industry safety we will be dealing with or will there be added medical safety? Only construction and facility management/maintenance operations safety.

"(7) The contractor shall provide the VA POC a training plan and schedule for all training events. The training shall start no later than 30 days from award of the contract. The monthly training shall be conducted on VA property and shall be a minimum of eight (8) hours in duration, not to exceed twenty four (24) hours or three days in a row to limit disruptions of services and availability of facilities operations personnel." Can you elaborate on this, how is the training currently being handled? Currently the training has lapsed but previously it was a two day class 8 hours per day cover all of the operations maintenance and safety staff and equipment per site. Half one day and half the next.

Is it possible for us to get a copy of your current safety program/programs (is there 2 being used for both locations or is it the same program). Would be very helpful in determining our bid if we knew exactly what was in place currently? The current policies and procedures are incomplete and not worth sharing. Largely assume that we would be starting from scratch to make a consistent procedure and training level that applies across both campus's.

"(4) The contractor shall be available on a weekly basis for consultation for safety/health issues, inspections, and implementation meetings. The contractor shall be available up to eight (8) hours per week. Contractor shall have a representative available to be onsite (VAMC) upon request for emergencies within one (1) hour. The contractor shall assist VA staff in conducting periodic safety inspections as necessary to ensure scope of inspections meet current standards. The contractor shall report all unsafe conditions found to the Assistant Chief Engineer. The contractor shall attend the construction safety meeting at least twice per quarter." It says in the contract this is not an ongoing project, however, this would lead me to assume that it is ongoing. Can you explain the thought behind this? This would be for the duration of the contract 12 months, attend quarterly the construction safety meetings and advise on progress of training and updated procedures. Be available to respond to safety emergencies for technical advice and inspection.

It may have been confusing how I put the number of people per class 27 per class per site. **54 total per site.**

