

Solicitation Number: VA101-17-N-0303

Notice Type:
Sources Sought

Title: Pilot Donation Acceptance Program Framework, Assessment, and Support.

The Office of Asset Enterprise Management (OAEM) is posting this Sources Sought Notice for the purpose of locating capable small businesses, including Service Disabled and Veteran Owned small businesses, to assist in developing a detailed program framework and plan of action, including flowchart, timeline and processes to provide support and expertise as the Department of Veterans Affairs (VA) initiates and executes a Pilot Program on Partnership Agreements to construct new facilities.

A DRAFT Performance Work Statement (PWS) is attached hereto. The Contractor shall provide all resources necessary to accomplish the services described in the attached PWS.

- This is not a solicitation but rather a Sources Sought Synopsis to determine potential sources for information and planning purposes only.
- The purpose of this Sources Sought is to conduct market research to determine if responsible sources exist, to assist in determining if this effort can be competitive and/or a total Small Business Set-Aside. The Government will use this information to determine the best acquisition strategy for this procurement. The government requests all interested parties respond to this notice if applicable and identify your small business status.
- All businesses are encouraged to participate in this Market Research (complete the listed business information – see below).
- Contractors/Institutions responding to this market research are placed on notice that participation in this survey may not ensure participation in future solicitations or contract awards. The government will not reimburse participants for any expenses associated with their participation in this survey.

Business Information

Please provide the following business information for your company/institution where available

- Company/Institute Name:
- Address:
- Point of Contact:
- Phone Number:
- E-mail Address:
- Web Page URL:

Based on the NAICS Code 541611, state whether your company is:

- Small Business (Yes / No)
- Woman Owned Small Business (Yes / No)
- Small Disadvantaged Business (Yes / No)
- 8(a) Certified (Yes / No)
- HUBZone Certified (Yes / No)
- Veteran Owned Small Business (Yes / No)
- Service Disabled Veteran Small Business (Yes / No)

If your company SDVOSB and or VOSB, state if it is **VIP** verified

Scope and Objectives:

Background:

VA Strategic Capital Investment Planning (SCIP) process has more than \$50 billion in capital needs over the next 10 years to grow, modernize, and maintain its infrastructure. Even with increases in appropriations, capital needs cannot be met solely by traditional sources. Alternative financing mechanisms such as public-private agreements or donation agreements are critical to help address VA's capital needs.

In December 2016, Congress passed and the President enacted a bill known as the "Communities Helping Invest through Property and Improvements Needed for Veterans Act of 2016" or "CHIP IN for Vets Act of 2016" (H.R. 5099). The Act allows the Department to enter into partnership agreements in order to address infrastructure needs identified through the Department's long-range capital planning process. This new authority offers an alternative mean for VA to meet a portion of its capital need. The authority authorizes the Secretary of Veterans Affairs to carry out a pilot program to accept the donation of up to five facilities and related improvements for use by VA. The Act is contained in Attachment B below.

Specifically, the legislation allows:

- VA to carry out a pilot program to accept up to five donations of real property from non-Federal entities, such as constructed facilities, sites for new facilities, and facilities to be constructed on land under VA's jurisdiction and control.
- VA may only accept donations consisting of property for which Congress has already appropriated funds; or property that either meets a need under the Department's long-range capital planning process, or property that is for a location identified in the Department's Strategic Capital Investment Planning process priority list within the President's most recent budget submission to Congress.
- The non-Federal entity must enter into a formal agreement with the Secretary and agrees to independently donate real property, improvements, goods, or services in an amount acceptable to the Secretary, and at no additional cost to the Department.

- The donor shall conduct all necessary environmental and historic preservation due diligence, and comply with all local zoning and permitting requirements; adhere to the Department's construction standards except as the Secretary determines otherwise; and provide the donated real property, improvements, goods, and services in a manner sufficient to complete the construction of the underlying facility, at no additional cost to the Federal Government.
- VA may donate funds that Congress has already appropriated for the underlying project.
- Proposed donors must submit an application seeking to address needs relating to facilities of the Department, including as identified in the Department's Long-Range Capital Plan.

Scope of Work: The contractor shall provide all resources necessary to accomplish the deliverables described in this source sought notice. The contractor shall be responsible for the following:

The contractor shall be responsible for developing a detailed program framework and plan of action, including flowchart, timeline and processes to provide support and expertise as the Department of Veterans Affairs (VA) initiates and executes a Pilot Program on Partnership Agreements to construct new facilities. The program will consist of no more than five (5) donations of real property and facility improvements to VA from either a public or private entity. The scope of the contract shall include the development of all necessary processes and documents to develop a framework to establish the donation program. This will include, but is not limited to, internal and external communication documents, internal approval support documents, and solicitation documentation, for these real property donations.

Section I – Program Establishment

The contractor will support VA in developing the program framework under which VA will manage any current or future facility donation opportunities. This will include the creation of a VA governance structure under which the program will operate, to include policies and procedures, roles and responsibilities, and an approval structure for any potential donation.

Section II – Concept Viability Assessment

Once the program framework/structure is in place, the contractor shall help develop a process to solicit proposals and develop criteria for VA to evaluate facility donation concepts that are submitted to VA, including their viability and how the concepts align with VA's facility needs.

Section III – Feasibility Study and Analysis of Proposed Concepts

The contractor will assist VA by completing a feasibility analysis of the proposed concept. This analysis shall include an evaluation of how the proposed concept aligns with VA's documented long-range capital needs and how the concept will comply with the Department's construction standards.

Section IV – Transaction Support (Option)

Once initial concept feasibility is complete, VA may require transaction support expertise to support the due diligence process prior to VA entering into an agreement with the donor. The contractor(s) will provide transaction services and legal support to validate the proposal to ensure the proposal complies with legislative requirements, assesses financial viability/financial structure, and ensures the project scope aligns with VA's facility needs and incorporates the Department's construction standards. VA's Office of General Counsel is responsible for providing legal advice and services to the Secretary and the managers of all VA organizational components. OGC interprets all laws pertaining to VA and has final legal responsibility for the promulgation of all VA regulations implementing those laws. Thus, OGC will have sole authority and responsibility for all final decision on all legal matters that arise or relate to any issues under the contract.

Response Format:

Responses must address the following elements in sufficient detail and provide in depth examples of similar work completed. Responses must not exceed the page count for each of the sections, the aggregate of which is limited to 15 pages, single spaced with a minimum 12 point font.

Please submit a general narrative describing how your company can support the following elements (provide specific examples of how each of the elements can be completed) review the attached PWS for better understanding:

Project Concept – 10 pages:

Program Establishment

The contractor will develop the framework to establish a program under which VA will manage any current or future facility donation opportunity. This will include the creation of a governance structure under which the program will operate, to include policies and procedures, roles and responsibilities, and an approval structure for any potential donation.

Feasibility Study and Analysis of Proposed Concepts

The contractor will assist the Department by completing a feasibility analysis of the proposed facility donation concepts. Once the solicitation process is complete and VA receives applications that address needs relating to facilities of the Department, the contractor will assess the concepts outlined in the application. The contractor will complete a report that evaluates how the concept aligned with the previously established assessment criteria, including how well the proposed concepts address VA's documented facility needs.

Transaction and Legal Support

If the Department decides to proceed and enter into a formal agreement with a donor, VA will require transaction support to complete due diligence (3rd party studies) (including legal support) before finalizing the partnership agreement. Transaction support will include pre-application notice, proposal validation,

healthcare needs, financial analysis of proposed donor structure, and financial viability assessment of proposed donation. This task will require the contractor to validate that the donation aligns with VA's facility needs and that the proposal complies with the legislative requirements outlined in the legislation, "CHIP IN for Vets Act of 2016."

Past Performance – 3 pages:

- Provide descriptions of similar projects (No less than 2) that the respondent or a directly related entity (in which the principals are personally involved) have developed, owned, managed and/or operated. Include information such as: name, location, description of the project (including supportive services), and the extent of your company's participation
- Responses should clearly identifies the capability of the Team to execute the proposed conceptual plan

Contact and Deadline to Submit:

If your organization is interested and capable of executing all aspects of the project, please EMAIL your response to Maina Gakure at maina.gakure@va.gov. Your response should be submitted on official letterhead, must include a point of contact and the signature of at least one organization officer; it shall be submitted via email and should be included as an attachment; it is due by 29th January 2017. Questions will be answered as an amendment to the Sources Sought and should be submitted by email before 24th January 2017 (before 9:00 am EST).